

**UNOFFICIAL
AS OF 04/17/03**

**LIBRARY TRUSTEES MINUTES
May 21, 2003**

PRESENT: Terry Pare (Chair), Steve Brzozowski, Barbara Totherow, Susan Osborne, George Fullerton, Barbara Griffin, Dianne Hathaway (Director), and Amy Lapointe (Assistant Director).

Chairman Pare called the meeting to order at 7:06 p.m.

ACCEPTANCE OF APRIL 16, 2003 MINUTES

G. Fullerton moved, seconded by B. Totherow to approve the minutes with one amendment. Voted unanimously in the affirmative. 2-abstained.

Amendment: Page 1, M. McLean was not present.

TREASURER'S REPORT

The Director distributed the Municipal Budget Report through April 30, 2003. Four computers were just purchased and this expenditure should appear in the next report. The Trustee Accounts report was also included. The checking account is held by Citizen's Bank. The savings account is the fine money, also held at Citizen's Bank. The building and renovation account is at the Bank of NH. The dividends are from the Fidelity Account, which is part of the checking account. The Trustees are receiving a direct deposit of dividends into the checking account. Further research is being done on this matter. The fine money is presently used for periodicals, which is about \$4,000 per year. The sign was paid for out of this account as well. The NH Charitable Foundation is also listed on this report. The Restricted Fund Report was also included. The LaMontagne Memorial Fund is to be used for non-fiction. Another donation was received in memory of Janet Poore. Other donations were received for the summer reading program.

DIRECTOR'S REPORT

Building Issues

The elevator passed the annual inspection. Susan Osborne weeded the mulch in the front of the library and it looks very nice. No one bid on the landscaping maintenance. One firm will be submitting a bid. An estimate will also be obtained for painting the trim on the building.

Main Street Program

The golf tournament fundraiser is Friday, May 30. Bonneville is helping with a PT Cruiser raffle.

GMILCS

A new technology and training librarian has been hired - Eric Graham of the Merrimack Valley Library Consortium in MA. He begins on June 16. The formula for dues may be changing.

Staffing and Training

Summer Reading flyers were provided to the Board. The kick-off barbecue is June 24. Programming will not be held at Bartlett School this summer. Their library will be open every morning.

Friends of the Library

The next meeting for the Friends is Tuesday, May 27 at 7:00 p.m. Volunteers are needed for the book sale on June 7.

April Statistics

The statistics for April were provided to the Board.

Bookends Column

Included in the Board's packet.

A Trustees Training program will be held on June 9 at 7:00 p.m. at the Library.

72 participants attended the Prom Expo night. It was a great success!

OLD BUSINESS

Personnel Committee

Barbara Totherow has stepped down as Chair, but will remain on the committee.

Long Range Planning Committee

The committee has not met. T. Pare recommended that the Trustees hire someone to help facilitate the long range planning process. Dianne will include the Vision Statement in the next Board packet. This issue will be discussed further at the next Board meeting.

NEW BUSINESS

July Meeting

The Board decided to hold a meeting on July 16, 2003.

2004 Budget

Dianne is presently preparing a draft budget and will submit this information to the Board shortly.

PUBLIC COMMENTS

There were no comments received from the public.

NON PUBLIC MEETING RSA 91A:3 II

B. Griffin moved, seconded by B. Totherow to enter non-public session at 7:53 p.m. for legal and personal. A roll call vote was taken with all members voting in the affirmative.

B. Griffin moved, seconded by B. Totherow to return to public session at 7:59 p.m. A roll call vote was taken with all members voting in the affirmative.

The Board returned to public session.

B. Griffin moved to seal the non-public minutes for six months. Seconded by B. Totherow. Voted unanimously in the affirmative.

ADJOURNMENT – Next Board Meeting June 18, 2003.

B. Griffin moved, seconded by K. Rose to adjourn the meeting at 8:00 p.m. So voted.

Respectfully submitted,

Jo Ann Duffy