

UNOFFICIAL
AS OF 08/06/09

**LIBRARY TRUSTEE
MINUTES**

JULY 15, 2009

PRESENT: Lisa Iodice (Chair), Sue Plante, Jennifer Foley, Sara Santoro, Mike Lawler and Scott Gross (Selectmen's Rep). Also Present: Dianne Hathaway (Director).

Chairman Iodice called the meeting to order at 7:00 p.m.

PUBLIC COMMENTS

No comments were received.

ALTERNATES

Two applications were received – Tess Marts and Sally ????. The Board had a lengthy discussion with both applicants concerning their background and their interest in the Goffstown Public Library. **M. Lawler moved, seconded by J. Foley to recommend both Tess Marts and Sally ??? as alternate members.**

APPROVAL OF MAY 2009 MINUTES

J. Foley moved, seconded by M. Lawler to accept the minutes as presented. 4-in favor, 0-opposed, 1-abstained. Motion carried.

TREASURER'S REPORT

Acceptance of \$250 grant from the NH Humanities Council to pay performer Jeff Warner for the program, "Music In My Pockets: Family Fun in Folk Music" scheduled for July 29.

J. Foley moved, seconded by S. Plante to accept the grant as presented. Voted unanimously in the affirmative.

DIRECTOR'S REPORT

Meeting Highlights –Weekly Rotary meetings; monthly board meeting and extra fundraiser meeting; monthly GMILCS executive board meetings; worked with GMILCS system administrator during her monthly visit; GMILCS personnel work as president; monthly town department head meeting; CIP presentation with Mike; 2010 budget work with Lisa and Sue; working lunch with new GMILCS executive board member; proctored two college exams.

Currently serving on GMILCS executive board as the consortium president; NHLA conference committee as vendor liaison; NELA conference programming committee; Goffstown 250th committee if meetings are when I can attend or a meeting is held, whichever comes first.

Building –Dave R. working on getting three required bids for the replacement of 2nd floor A/C unit. Elevator circuit board fried and elevator out of order for four days. Dave and Dianne both informed Schindler their service is unacceptable.

GMILCS –Meeting next on July 16; Dianne has turned over her gavel to the vice president for those meetings, since she will be needed at the library.

June Statistics – Provided.

Staff –Theatre camp. Marsha, Sandy and Dianne are gearing up for annual reviews of the staff, though they have been delayed. Erika, 2008 Plymouth graduate, has been hired by Merck for her first professional position and has left. Also saying goodbye to Christopher, recent high school graduate, who leaves on July 31 to join the Marines.

Outreach with Sandy –

Programs:

Poetry Slam	33 attendees
Adult Summer Reading	41 participants
Book Discussion	12 attendees
Wii	12 attendees and participants

Outreach:

GGCA meeting
GGCA scholarship committee

Professional Development:

Job shadow with reference librarian Ellen Knowlton & MMK library, audio conference/performance reviews for challenging employees.

Friends of the Library – \$100 in uncut bills raffle for Centennial celebration; new limited quantity Centennial book bags.

Articles of Interest and Education – included in packet.

COMMITTEE REPORTS

Budget Committee – 2010 Draft Library Budget

Sue, Lisa and Dianne have prepared a draft budget, which was presented to the full Board. They tried to keep the bottom line level from last year. Certain items are out of their control. The heating oil amount had been reduced, due to the new contract. Wages and longevity have been received from the Finance Department. The amounts for retirement, health insurance, etc., have not yet been received. S. Gross suggested the Board look at the usage for utilities from the past five years. Postage has been very hard to estimate. As of June 30, postage is 92% expended. The Board agreed to add 10% to oil and electricity, due to increased patron usage of the building. The library is considering a change in the Internet service

provider. The air conditioner on the second floor will be replaced at a cost of \$3,000, which will only leave \$800 for the remainder of the year for maintenance costs. The Board agreed to increase the maintenance line by \$1,000. It was also suggested that the Trustees invite the Budget Committee to meet at their facility and take a tour of the building during the month of September. The Board also discussed the possibility of providing a video tour at the budget presentations. The draft budget will be amended. Several Trustee members will attend the July Budget Committee meeting.

Mission Oversight Committee –No report.

Personnel Committee –No report.

Strategic Planning – No report.

Land, etc. – No report.

OLD BUSINESS

None.

NEW BUSINESS

Affirmation of board vote: land purchase and related -

M. Lawler reported that certain items are needed for the closing: 1) copy of minutes which purchase was authorized; 2) easement language; 3) designated Trustee member attend closing.

J. Foley moved, seconded by S. Plate to affirm vote taken in non-public session on January 6, 2009 concerning the purchase of land, as authorized by the warrant article approved at the March 2009 Town Meeting, not to exceed \$260,000, providing up to \$300,000 to include engineering and legal fees. Voted unanimously in the affirmative.

J. Foley moved, seconded by S. Plante to designate Mike Lawler to represent the Library Trustees at the closing. Voted unanimously in the affirmative.

Guidelines for Communication Outside Public Meeting –

M. Lawler provided copies for Trustee members.

ADJOURNMENT

J. Foley moved, seconded by S. Plante to adjourn the meeting. So voted.

Next Meeting – Wednesday, August 19, 2009.

Respectfully submitted,

Jo Ann Duffy