

**UNOFFICIAL  
AS OF 07/17/08**

**LIBRARY TRUSTEE  
MINUTES**

**JULY 16, 2008**

**PRESENT:** Lisa Iodice (Chair), Ruth Ann Biron, Sue Plante, Judy Pancoast, Jennifer Foley, Mike Pelletier. Also Present: Dianne Hathaway (Director), Steve Griffin (Town Planner), Phil D'Avanza (Selectmen's Rep)

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

**APPROVAL OF JUNE 2008 MINUTES**

**Judy Pancoast moved, seconded by Jen Foley to approve the minutes as presented. Voted unanimously in the affirmative.**

**PUBLIC COMMENTS**

No comments were received from the public.

**STEVE GRIFFIN, GOFFSTOWN TOWN PLANER**

Steve met with the Board to explain the process of including a long range planning project in the CIP plan. The CIP is a planning document. At times, the Budget Committee will approve items in CIP and other times they won't. It is a way to plan for the future. The Fire Department is in the process of planning a fire station. We did speak with the bank officials adjacent to the library. They don't have any official plans. They may be agreeable to work with the Town. Steve reviewed the details of the surrounding properties. Steve also reviewed the process for bonding. He mentioned the possibility of a green building. CIP is meeting on July 31. Any submissions should be forwarded to S. Griffin prior to that date. The Trustees will meet with the Board of Selectmen for the purpose of discussing this matter further. D. Hathaway will contact S. Desruisseaux. L. Iodice and J. Foley will attend the CIP meeting.

**TREASURER'S REPORT**

The Budget Report for 6/20/08 was reviewed. Everything looks good. The Trustee accounts were also reviewed. J. Foley suggested that the restricted funds be identified on the report.

**DIRECTOR'S REPORT**

*Meeting Highlights* –Weekly Rotary meetings; chaired GMILCS executive board and full board meetings; tow department head meeting; facilitated monthly book discussion group; CERT Corp Council meeting; attended open house for retiring SKL director and assistant director; performance review meeting for GMILCS system administrator.

**Building** –Children’s Room will be painted during transition to Polaris; flooring project will take place after Labor Day for a good part of September. David Roberge is the new town Building Supervisor.

**GMILCS** – Meets on July 17 at NHIA. August 27 is the day we come up on Polaris for everything. Last day for Horizon is August 21.

**June Statistics** – The statistics look terrific!

**Staff** – Working on annual performance appraisals for staff that includes staff self-evaluation. We are all pitching in to cover for our busy summer reading program. So far we have 75 J Libs, 290 readers; 128 kids attended our first Monday craft day.

**Outreach with Sandy** –

Workplace Safety Workshop  
Crispin’s Fundraising Committee  
HDC  
Old Home Day  
Book Discussion  
GGCA  
Refnet  
Crispin’s Board  
Ghost Quest  
Budget Workshop  
SRP film for GTV/You Tube  
Staff Appreciation Dinner for Crispin’s House After School Staff  
Ren Faire  
48 entrants in first week of Adult SRP raffle

**Friends of the Library** – “Knitting @ Night” back on July 22 at 6:00 p.m.

**Articles of Interest and Education** – included in packet.

**OLD BUSINESS**

**Finance Committee** –

The investment policy has been tabled. A letter was received from the NH Department of Justice, dated June 30, 2008, regarding Trust Funds held in the custody of the Board of Trustees. SB 377 Relative to the Application of the Prudent Investor Rule to Town Trust Funds. This does not apply to the Goffstown Trustees, as they do not hold their trust funds.

The Phelps donation will be accepted next month.

The CD’s were rolled over for six months on June 21, 2008.

***Personnel Committee –***

No report.

***Strategic Planning Committee –***

The calling list was updated.

Mike Pelletier left the meeting at 8:45 p.m.

The next step will be to contact all of the people included on the invitation list. Dianne will find a meeting place. A form letter will be sent to all invitees by August 1, 2008.

***Storage of Windows and Doors***

Dianne is waiting for V. Blondeau to respond as to whether she has space is available to store these items. A back-up plan is to store them at the Grasmere Town Hall 3<sup>rd</sup> Floor.

***Procedure for Non-Public Minutes***

Tabled.

**NEW BUSINESS**

***Budget Over-Run on Fuel Costs***

D. Hathaway reported that the heating oil costs have doubled since last year. The new contract went into effect July 1 and runs through April 2009.

***Circulating Video Games***

Games have been donated as part of a new teen collection. They have not yet been processed for circulation. Video games are rated. Our circulation policy does not address video games. It does mention quality material. ALA does not recommend following any rating system. This would violate the library Bill of Rights. D. Hathaway explained that she is responsible for choosing the collection and felt that the younger adults would like to see video games. D. Hathaway would not include any M rated games to this collection.

***Draft of 2009 Budget***

The Selectmen need the budget by the end of August. This will be voted on by the Trustees at their next meeting. The 2008 budget is \$617,810. The proposed budget is currently \$607,346 – a difference of \$4,536. The Trustees discussed whether certain lines should be increased, due to inflated costs. It was decided that a 3% increase will be included for inflation for the book line. Books and Publications will be changed to reflect this increase.

**ADJOURNMENT**

**Next Meeting – Wednesday, August 13, 2008.**

**R. Biron moved, seconded by J. Foley to adjourn the meeting. So voted.**

Respectfully submitted,  
Jo Ann Duffy