

**UNOFFICIAL
AS OF 09/19/07**

**LIBRARY TRUSTEE
MINUTES**

AUGUST 15, 2007

PRESENT: Steve Brzozowski (Chair), Ruth Ann Biron, Judy Pancoast, Susan Plante, Lisa Iodice, Vivian Blondeau (Selectmen's Rep) and Dianne Hathaway (Director).

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

ACCEPTANCE OF JULY MINUTES

L. Iodice moved, seconded by S. Plante to approve the minutes as presented. Voted unanimously in the affirmative. R. Biron abstained.

PUBLIC COMMENTS

No comments were received.

TREASURER'S REPORT

Grant from NH Humanities Council in the amount of \$185.88 for the 9/11/07 program, "Civil Liberties After 9/11"

R. Biron moved, seconded by S. Plante to present this grant. Voted unanimously in the affirmative.

Acceptance of a donation from the United Ways of New England in the amount of \$15.54, no restrictions or donor name provided

S. Plante moved, seconded by L. Iodice to accept this donation. Voted unanimously in the affirmative.

Check from the Stips bequest in the amount of \$85,074.17 has arrived. A Hearing has been scheduled for September to accept the monies.

The budget reports and Trustee Accounts were reviewed. 52.13% of the budget has been expended as of July 2007.

The trustee account packet now includes information on the Citizen's Bank CAP account.

DIRECTOR'S REPORT

Highlights – weekly Rotary meetings and monthly executive board meeting; monthly town department head meeting – missed due to vacation; monthly NHLA board meeting; chaired GMILCS executive board and full board meetings; attended NHLA conference committee meeting; proctored midterm & final exam for local college student; Planning Board meeting on 7/26.

Building – The door on the second floor bathroom has had to be locked due to vandalism this summer. A sign was hung to direct people to get the key from a staff member. Attempts will be made to remove the sign once school starts.

GMILCS – Scheduled to meet on August 16, 2007. They will be looking at the top three Integrated Library System (ILS) vendors in September: SirsiDynix on 9/13, III on 9/19, Polaris on 9/25. As president of the consortium, Dianne will attend all three days. She will also send interested staff to the appropriate modules as well for their evaluation.

July Statistics – Included in the Boards' packet. There are over 7,000 items in circulation. The staff has been extremely busy this summer. Sharon is now coordinating the volunteers; she is doing a great job!

Staff – Performance reviews have been delayed, but they will be completed in September and merit decided. Many of the staff will attend King Richard's Faire on September 1 together and trustees and their families are also invited.

Friends of the Library – Knitting @ Night is scheduled for August 28 at 6:00 p.m. No meeting has been scheduled.

Bookends Column –
Articles of interest were included in the Board's packet.

OLD BUSINESS

Finance Committee

The budget presentation has been scheduled for Monday, September 10. Deliberations begin on October 15.

V. Blondeau will mention again that the representative from the Budget Committee has not been attending any of the Library Trustee meetings.

Personnel Committee

A response has been submitted to the Human Rights Commission and the Trustees are awaiting a reply.

Strategic Planning Committee

No report.

Trustee By-Laws

Will include on September agenda.

2008 Budget Vote

The Trustees reviewed the differences between Budget "A" and Budget "B". Budget A includes a \$3,000 merit pool; 3% COLA; new aide position; 30-hour staff member; former assistant becomes two 20-hour reference librarians. This budget reflects a 5.39% increase. Budget B is the result of a staff member request. Dianne reported there is a staff member requesting to move into the reference library position. The assistant director position was not going to be filled anyway. This position would be in adult services as an outreach coordinator, which is a professional position. The staff member is definitely able to do this job. The position vacated would become the two 20-hour positions in children's services. This budget reflects a 4.17% increase. There is a savings in the salary line because the new 20-hour positions will start at the beginning of the matrix. The Director recommended the Trustees present Budget B to the Board of Selectmen.

NEW BUSINESS

NON-PUBLIC SESSION- RSA 91-A:3 II Personnel (a), Land and Real Estate (d) & Legal Claims (e)

ADJOURNMENT

moved, seconded by to adjourn the meeting. So voted.

THE NEXT MEETING IS SCHEDULED FOR SEPTEMBER 19, 2007.

Respectfully submitted,

Jo Ann Duffy