

**UNOFFICIAL  
AS OF 09/09/04**

**LIBRARY TRUSTEES MINUTES  
August 18, 2004**

**PRESENT:** Terry Pare-Curtis (Chair), Lisa Iodice, Steve Brzozowski, Susan Plante, George Fullerton, Dianne Hathaway (Director), and Steve Viggiano (Assistant Director).

Chairman Curtis called the meeting to order at 7:04 p.m.

**ACCEPTANCE OF JULY 21 2004 MINUTES**

**G. Fullerton moved, seconded by L. Iodice to approve the minutes as presented. Voted unanimously in the affirmative. T. Pare-Curtis abstained.**

**PUBLIC COMMENT**

There were no comments from the public at this time.

**TREASURER'S REPORT**

The Trustees received the Expense Report from the Town for the month of July. The budget is halfway through the calendar year.

**DIRECTOR'S REPORT**

**Building Issues**

The new door counter was installed on July 7 and is working well. Three bids were received for the trim painting. The bid was awarded to the low bidder. While the scaffolding is in place, this contractor will also repair the leaky roof.

The Board received copies of the Property Safety Survey conducted by the Local Government Center. Dianne will respond to the Board of Selectmen on ways that the items highlighted will be addressed.

**Main Street Program**

The Jeep Wrangler raffle is in progress until October. Note cards are also available featuring local artists. Dianne informed the Board that she would take a hiatus through December 2004 from the Organization Team.

**GMILCS**

They are upgrading the software version of Horizon to 7.3.2., which is scheduled for August 23 and 24.

**July Statistics**

The statistics for July were provided to the Board and reviewed.

**Staffing**

The Library is accepting applications for one Page position. The closing date for filing is August 20, 2004.

The Viet Nam Moving Wall is coming to Goffstown in July 2005. A new part-time Aide will begin work next Wednesday. Dianne has agreed to be “arrested” to help raise funds for MDA.

**Friends of the Library**

The Friends of the Library are on hiatus until September 28, 2004.

**Correspondence**

The Director responded to Mr. James R. King, who had requested the removal of the Anthony Swofford book, *Jarhead: a marine's chronicle of the Gulf War and other battles* from the Goffstown Library. This request has been denied.

**Bookends Column**

Included in the Board's packet.

**OLD BUSINESS**

**Personnel Committee**

**Policy on Suspected Misconduct and Dishonesty**

Dianne informed the Board members that this policy is required per GASB34. The Director suggested that the Board members read this material and discuss it further at their next Board meeting.

**G. Fullerton moved, seconded by S. Plante to submit this proposed policy to the Personnel Sub-Committee for review and recommendation to the full Board. Voted unanimously in the affirmative.**

T. Curtis also recommended the following changes to the Personnel Sub-Committee:

1. Change Town Administrator to Library Director
2. Change Administration Department to Goffstown Public Library
3. Free and unrestricted access to records except as restricted by law

**Finance Committee Proposed Budget**

**G. Fullerton moved, seconded by L. Iodice to transfer the interest from the library improvement fund/Trustee of the Trust Funds to line 48440 furniture and Fixtures. Voted unanimously in the affirmative.**

Goffstown Library Trustee Meeting Minutes  
August 18, 2004

**G. Fullerton moved, seconded by L. Iodice to send the amended 2005 Budget to the Board of Selectmen. Voted unanimously in the affirmative.**

The budget presentation with the Board of Selectmen and Budget Committee is scheduled for September 20.

**T. Pare-Curtis moved, seconded by G. Fullerton to amend the existing Personnel Policy to include the following:**

All employees required by law to take a meal break shall be compensated for that time at their normal hourly rate.

**Voted unanimously in the affirmative.**

**ADJOURNMENT – Next Board Meeting is September 15, 2004**

**G. Fullerton moved to adjourn the meeting, seconded by L. Iodice. So voted.**

Respectfully submitted,

Jo Ann Duffy