

**UNOFFICIAL
AS OF 08/19/09**

**LIBRARY TRUSTEE
MINUTES**

AUGUST 18, 2009

PRESENT: Lisa Iodice (Chair), Jennifer Foley, Mike Lawler, Richard Chamberlin, Ruth Anne Biron and Sally Booth. Also Present: Dianne Hathaway (Director).

Chairman Iodice called the meeting to order at 7:05 p.m.

PUBLIC COMMENTS

No comments were received.

APPROVAL OF JULY 2009 MINUTES

Amendments: Page 1 – Sally's last name is Booth.

L. Iodice moved, seconded by J. Foley to accept the minutes as amended.

Vote: 3-in favor, 0-opposed, 2-abstained. Motion carried.

TREASURER'S REPORT

The monthly budget report was reviewed by the Trustees. The bids have been received for the AC unit. The bid has not yet been awarded. This line will be over expended. The interest from the Trust Funds have not yet been received. The monies for the land purchase have been transferred from the Trustee Accounts.

Acceptance of \$100 donation from the U.S. Marine Riders for the September Project Knit-A-Thon to help purchase wool for helmet liners

L. Iodice moved, seconded by S. Booth to accept the donation as presented. Voted unanimously in the affirmative.

Acceptance of \$100 donation from Rich Swauger September Project Knit-A-Thon to help purchase wool for helmet liners

L. Iodice moved, seconded by S. Booth to accept the donation as presented. Voted unanimously in the affirmative.

Acceptance of \$20 cash donation as thanks for genealogy research assistance; restricted to local history/genealogy

L. Iodice moved, seconded by R. Chamberlin to accept the donation as presented. Voted unanimously in the affirmative.

DIRECTOR'S REPORT

Meeting Highlights –Weekly Rotary meetings; monthly board meeting and extra fundraiser meeting; prepared vice president for monthly GMILCS executive board meetings; worked with GMILCS system administrator during her monthly visit; GMILCS orientation work as resident; monthly town department head meeting Budget Committee meeting with Mike, Sue, Jen and Sally; one week of vacation; monthly Hillstown Cooperative meeting; personnel meeting with Ruth Anne and Richard.

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. Picnic table is ready and in the shade on the new property.

GMILCS –Meeting next on August 20; preparing to hold orientation for group chairs to update new GMILCS structure and tasks.

July Statistics – Provided. Reference transactions, circulation numbers are on the rise again! Parking is an issue for patrons on a regular basis. Due to the drainage problems, some parking spaces are not useable. Children's Program attendance is down. A suggestion was made to do an informal survey to find out the reasons for this. Dianne will include a survey link on the electronic newsletter.

Staff –Staff kayaking trip; performance reviews pending. Centennial celebration scheduled for Saturday, October 3 at 3 p.m.

Outreach with Sandy –

Theater Camp (2 weeks)
Cast Party

Adult Services:

Wii – 2 programs, 11 attendees
Book Discussion, 14 attendees
Summer Reading Program, 5 programs, 236 participants
Ad Libs, 8 participants

Professional Development:

Downloadable audio teleconference – 1 hour

Friends of the Library – \$100 in uncut bills raffle for Centennial celebration; new limited quantity Centennial book bags. Pie auction scheduled for November 21.

Articles of Interest and Education – included in packet.

COMMITTEE REPORTS

Budget Committee – 2010 Draft Library Budget

The final draft was submitted for the Trustees review and approval. The Board agreed to remove the 4% COLA for the 2010 budget.

J. Foley moved to remove the 4% COLA and approve the revised budget as presented. Seconded by L. Iodice. Voted unanimously in the affirmative.

Mission Oversight Committee –

- 1. *Modify 2012 date for forwarding a proposal for improvement to town government-*** modified to 2015 – Board agreed.
- 2. *Annual calendar should include LBOT annual review of missions/goals compared to annual report*** – decided they are two separate documents. The Mission/Goals Committee should review the two documents and then submit recommendations to the full Board.

Personnel Committee –Dianne, Ruth Anne and Richard discussed filling the two vacant positions. The positions have been advertised. The staff is currently overburdened and the positions will be filled. The staff reviews have not yet been completed.

Strategic Planning – No report.

Land, etc. – No report.

OLD BUSINESS

None.

NEW BUSINESS

LBOT Priorities – A draft list of immediate, annual (on-going), short term and long term tasks were presented for review. The Board members were asked to review the list. The merit policy will be discussed at the September Board meeting. R. Biron will resend the draft policy. L. Iodice will review compensated lunch breaks. J. Foley and possibly S. Santoro will work on the Use of New Land. M. Lawlor suggested that the Board may want to have a liaison to the school libraries.

ADJOURNMENT

L. Iodice moved, seconded by S. Booth to adjourn the meeting at 9:36 p.m.

Next Meeting – Wednesday, September 16, 2009.

Library Trustee Meeting Minutes
August 18, 2009

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Respectfully submitted,

Jo Ann Duffy