

**UNOFFICIAL  
AS OF 09/30/04**

**LIBRARY TRUSTEES MINUTES  
September 15, 2004**

**PRESENT:** George Fullerton (Acting Chair), Lisa Iodice, Steve Brzozowski, Susan Plante, Susan Osburn, Barbara Griffin, Dianne Hathaway (Director), and Steve Viggiano (Assistant Director).

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

**ACCEPTANCE OF AUGUST 2004 MINUTES**

**L. Iodice moved, seconded by G. Fullerton to approve the minutes as presented. Voted unanimously in the affirmative. B. Griffin and S. Osburn abstained.**

**PUBLIC HEARING**

The public hearing was called to order for the purpose of accepting a grant in the amount of \$350.00 from the NH State Council for the Arts for the support of a community dance. The Annual Barn Dance is held in conjunction with Dream Catchers. There were no comments from the public, and the hearing was declared closed.

**B. Griffin moved, seconded by S. Osburn to accept the grant in the amount of \$350.00. Voted unanimously in the affirmative.**

**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 August. Certain lines have been overspent, such as programming, advertising, and furniture and office supplies.

The Trustees also reviewed the Trust Fund Report.

**DIRECTOR'S REPORT**

**Building Issues**

The painting project was delayed due to rain during the past few weeks. PSNH has wrapped the wires in the back of the building in preparation for the painting project. The property safety survey response was distributed to the Trustees. The telephone problems with Choice One were finally resolved.

**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**

The upgrade to version 7.3.2. of Horizon went well and took only 24 hours. Steve and Dianne continue to practice with the 24/7 live reference service. The first year of this service will be paid by a grant.

**August Statistics**

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

**Staffing**

A new aide has been hired. A new Page will begin by the end of September.

**Friends of the Library**

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

**Bookends Column**

Included in the Board's packet.

**OLD BUSINESS**

**Budget Committee**

Some changes were made to the proposed budget based on comments from the Town Hall.

**G. Fullerton moved, seconded by S. Osburn to accept the changes to the election line and property insurance line as suggested by the Town Hall. Voted unanimously in the affirmative.**

The budget presentation is scheduled for Monday, September 27.

**Personnel Committee**

The committee is presently reviewing the procedures in great detail.

**Long Range Planning**

No report.

**NEW BUSINESS**

**Salary Survey**

Sue Desruisseaux, Town Administrator, was asked to do a survey of area towns. This information was provided to the Trustees. The proposal is to use a standard matrix for all departments. Goffstown also provides longevity, and they are considering whether to continue with that benefit. Changes to the matrix would probably not take effect until 2005.

**Master Plan**

The Town's Master Plan is in the process of being updated by Wilbur Smith, a consultant hired by the Planning Board. They have requested an update to the section concerning the library. The Trustees reviewed a first draft prepared by the Director. Minor changes were made. The Director will mail a second draft to the Trustees prior to submitting it to the consultant.

**ADJOURNMENT – Next Board Meeting is October 20, 2004**

**S. Brzozowski moved to adjourn the meeting, seconded by B. Griffin. So voted.**

Respectfully submitted,

Jo Ann Duffy