

**UNOFFICIAL  
AS OF 11/08/09**

**LIBRARY TRUSTEE  
MINUTES**

**SEPTEMBER 16, 2009**

**PRESENT:** Lisa Iodice (Chair), Jennifer Foley, Sara Santoro, Mike Lawler, Richard Chamberlin, Ruth Ann Biron, Sally Booth and Scott Gross (Selectmen's Rep). Also Present: Dianne Hathaway (Director).

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

**PUBLIC COMMENTS**

S. Gross reported that he will be the Selectmen's liaison for the next six months. He also noted that the 9/11 activities were outstanding.

**APPROVAL OF AUGUST 2009 MINUTES**

**M. Lawler moved, seconded by J. Foley to approve the minutes as presented. Voted unanimously in the affirmative. S. Santoro abstained.**

**TREASURER'S REPORT**

*Acceptance of \$100 donation from Home Designers, Builders and Remodelers, LLC for our September Project Knit-A-Thon to help purchase wool for helmet liners.*

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

*Acceptance of a \$50 donation from Roberta Grady for our September Project Knit-A-Thon to help purchase wool for helmet liners.*

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

*Acceptance of \$20 cash donation from Nancy Gaseau, no restrictions (recommend using for knit-a-thon).*

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

*Acceptance of \$21 cash donation from Angela Moser, no restrictions (recommend using for knit-a-thon).*

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

D. Hathaway reported that she has been very conservative with the budget. The air conditioning unit has not yet been paid for.

### **DIRECTOR'S REPORT**

**Meeting Highlights** – Weekly Rotary meetings; monthly board meeting; monthly GMILCS executive board meetings; worked with GMILCS system administrator during her monthly visit; GMILCS personnel work as president; monthly town department head meeting; 2010 budget work; coverage of circulation desk when needed.

Currently serving on GMILCS executive board as the consortium president; NHLA conference committee as vendor liaison; NELA conference programming committee; Goffstown 250<sup>th</sup> committee if meetings are when I can attend or a meeting is held, whichever comes first.

**Building** – Dave R. working on replacement of 2<sup>nd</sup> floor A/C unit – will be replaced by end of year. The third floor A/C unit had a major leak that saturated the carpeting in front of Sandy's desk.

**GMILCS** – Meeting next on September 17; orientation for group chairs on September 2 to update new GMILCS structure and tasks went well with 100% participation.

**September Statistics** – The youth statistics are down. The library offered fewer programs this summer and instead chose to hold a two week theatre camp. The Board held a discussion on options for the monthly report. They asked how many on-line requests are recorded, and asked if the system tracked the time of events, patrons, etc.

**Staff** – Performance reviews are pending. Centennial celebration is scheduled for October 3, 2009 at 3:00 p.m.

#### ***Outreach with Sandy*** –

- Outreach/programming
- 3 knit-a-thon planning meetings
- 1 POW-MIA vigil promoting September Project – 24 attendees
- GGCA meeting
- Book discussion – 6 attendees
- GMILCS Refnet meeting
- 1 week vacation

**Friends of the Library** – \$100 in uncut bills raffle for Centennial celebration; new limited quantity Centennial book bags. Pie auction scheduled for November 21, 2009.

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

## **COMMITTEE REPORTS**

### ***Budget Committee –***

L. Iodice reviewed the draft budget presentation with the Board members. The library is proposing a 0.6% increase. S. Gross stated that he believes the budget is serious and real.

***Mission Oversight Committee*** –The committee needs to reschedule a meeting with Dianne.

### ***Personnel Committee –***

1. Merit policy options – R. Biron presented information. Several members of the Board suggested a special meeting be scheduled to discuss this matter. Scott will ask Sue Desruisseaux to contact the Town Attorney to find out if this can be discussed in non-public session.
2. Compensated lunch breaks – L. Iodice – Tabled.
3. Employee Reviews – not completed.
4. Strategic Planning – Tabled.

***Strategic Planning*** – No report.

## **OLD BUSINESS**

### ***Received interest on trust funds? –***

The monies have not yet been received from the Trustee of the Trust Funds. J. Foley will contact K. Rose.

### ***Informal Survey re: low summer program attendance –***

No action taken.

***Possible need for liaison to school libraries – Tabled***

## **NEW BUSINESS**

### ***Interim land use policy – S. Santoro and J. Foley -***

A discussion ensued on whether the vacant lot should be used for temporary parking or whether a sign should be placed at the site stating “no parking”.

### ***Board of Trustee committees & priorities –***

A discussion ensued regarding the committee structure. Sara will begin to coordinate the various tasks and determine which committee should handle them. The three sub-committees will be titled: Administration, Human Resources and Planning.

## **ADJOURNMENT**

**L. Iodice moved, seconded by S. Booth to adjourn the meeting. So voted.**

**Next Meeting – Wednesday, October 21, 2009.**

Library Trustee Meeting Minutes  
September 16, 2009

4

Respectfully submitted,

Jo Ann Duffy