

**UNOFFICIAL  
AS OF 10/19/07**

**LIBRARY TRUSTEE  
MINUTES**

**OCTOBER 17, 2007**

Present: Steve Brzozowski (Chair), Lisa Iodice (Vice-Chair), Dianne Hathaway (Director), Ruth Anne Biron, Susan Plante, Brenda Pfahnl and Vivian Blondeau (Selectmen's Rep).

Chairman Brzozowski called the meeting to order at 7:07 p.m.  
A quorum was not established. No votes will be taken.

**RANDY BENTHIEN AND VILLA AUGUSTINA PROPERTY**

The Board members introduced themselves to Randy Benthien. Randy has been working with the Villa for the past year. The Villa is hoping to become an independent locally controlled board. The board is committed to having the Villa continue as a school. The Villa land is extensive. Besides the parcel where the school is located, they also own the Little League Fields and a parcel across Mast Road, which is long and narrow; it no longer has frontage on Glen Lake. The Little League Fields should be preserved. Randy suggested a community group be formed to help formulate a plan for this parcel. Ideally, the Town could purchase the Little League Fields and the parcel across Mast Road. The Trustees asked to be included in the process as it moves forward in order to explore possibilities with others.

**ACCEPTANCE OF SEPTEMBER 19 MINUTES**

Tabled.

**PUBLIC COMMENTS**

No comments were received.

**TREASURER'S REPORT**

D. Hathaway distributed copies of the Treasurer's Report and the Expense Report. Approximately 70% of the budget has been expended. The \$85,000 from the Stips Bequest did not appear on the account. All of the CD's have been rolled over. The rate is 4.8%

**DIRECTOR'S REPORT**

*Meeting Highlights* – weekly Rotary meetings and monthly executive board meeting; monthly town department head meeting; monthly NHLA board meeting; chaired

GMILCS executive board and full board meetings; Web 2.0 workshop was excellent and sponsored by NHLA; III and Polaris demos for a new ILS; facilitated book discussion group; chaired monthly Hillstown Cooperative meeting; met with other NELA panelists for a run through of our program; attended and spoke at annual NELA conference, October 14-16; NHLA conference committee meeting at Grappone Center.

**Building** – 2<sup>nd</sup> Floor AC unit needed repair; carpet cleaning on 10/13; outside of elevator room was painted again.

**GMILCS** – Meets on October 18. They will discuss the demonstrations of the three vendors. They are recommending two of the three vendors return for further questions. The current vendor is not being considered. It is time to purge old cardholders.

**September Statistics** – There is a two percent increase in circulation. September is typically not a busy month.

**Staff** – Two new part-time library assistants were hired to start in October; Denise Schaaf and Patti Penick. We had great candidates and all who came for interviews were excited and enthusiastic. Sandy will be out for up to six weeks for surgery beginning October 18.

**Friends of the Library** – “Knitting@Night” on October 23 at 6:00 p.m. Meeting next on Tuesday, October 23 at 7:00 p.m. to discuss November Ski and Skate Sale, scheduled for Saturday, November 10.

**Articles of Interest and Education** – Included.

## **OLD BUSINESS**

**Finance Committee (CAP, CD's)** – Discussed under Treasurer's Report.

### ***Personnel Committee- Merit Recommendation***

Every year there is a pool of \$3,000 that is distributed to the library staff based on their reviews. The Committee discussed options on how this will be allocated. R. Biron discussed the possibility of changing the distribution process to further award employees who score higher. This will be discussed further at a future meeting.

### ***Strategic Planning Committee***

D. Hathaway suggested that perhaps the Trustees may want to hire someone to begin strategic planning for the library. Dianne will obtain further information on this matter, and invite a consultant to the November meeting.

### ***Credit Card Policy***

Tabled to November.

**NEW BUSINESS**

***November Meeting Date***

The Board may meet on either November 7 or 14. The majority of those present favored November 14. D. Hathaway will poll the other Board members.

***2008 Holiday Calendar***

Tabled to November.

**ADJOURNMENT**

**R. Biron moved, seconded by L. Iodice to adjourn the meeting at 8:51 p.m. So voted.**

Respectfully submitted,

Jo Ann Duffy