

**UNOFFICIAL  
AS OF 10/22/09**

**LIBRARY TRUSTEE  
MINUTES**

**OCTOBER 21, 2009**

**PRESENT:** Richard Chamberlin (Acting Chair), Sue Plante, Jennifer Foley, Sara Santoro, Mike Lawler and Scott Gross (Selectmen's Rep). Also Present: Dianne Hathaway (Director).

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

**PUBLIC COMMENTS**

No comments were received.

**APPROVAL OF SEPTEMBER 2009 MINUTES**

**Tabled.**

**TREASURER'S REPORT**

*Acceptance of \$250 grant from the NH Humanities Council to pay Glenn Knoblock for the program, "Brewing in NH: an Informal History of Beer in the Granite State" scheduled for October 7.*

**J. Foley moved, seconded by M. Lawler to accept the grant as presented. Voted unanimously in the affirmative.**

*Acceptance of a \$100 donation in memory of Terry Naser by friends Jerre and Bud Johnson; only restriction to commemorate our 100<sup>th</sup> year with a "title to memorialize this fine lady."*

**J. Foley moved, seconded by M. Lawler to accept this donation as presented. Voted unanimously in the affirmative.**

The budget reports were reviewed. The building line will be over expended due to the replacement of the air conditioning unit. Longevity will be paid in December. The postage line will also be over expended. The Trustee accounts are table.

**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.

**GMILCS** –Meeting next on October 20; will be updating new GMILCS structure; looking into changing term limits.

**September Statistics** – Circulation has increased by 21%.

**Staff** – Performance reviews almost completed. Lengthy discussion ensued regarding scheduling, staffing and Saturday coverage. The library cannot continue to maintain services by maxing out salaried employees. Dianne will complete the 2010 schedule and submit to the Board for further review.

**Outreach with Sandy** –

**Friends of the Library** – The next meeting is scheduled for November 4 at 7:00 p.m. The pie auction will be discussed. M. Lawler will attend.

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

## **COMMITTEE REPORTS**

**Budget Committee** –

The budget presentation went very well.

**Mission Oversight Committee** –Should be submitted by December.

**Personnel Committee** –

1. Merit policy options – R. Biron – Tabled.
2. Compensated lunch breaks – L. Iodice – Tabled.

**Strategic Planning** – No report.

## **OLD BUSINESS**

**Received interest on trust funds?** –

S. Plante will contact Ken Rose for an update.

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

To be discussed at the Mission Oversight Committee meeting.

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

M. Lawler will send a letter to the Superintendent and the School Board asking for input on common interests between the public library and the school library.

*Finlay Grant –*

**M. Lawler moved, seconded by S. Santoro to approve the purchase on items contained on the list provided by the Director and expend any remaining monies as needed. Voted unanimously in the affirmative.**

**NEW BUSINESS**

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

The Board discussed the possibility of removing trees from the vacant parcel. S. Gross will discuss this further with C. Quiram.

*Board of Trustee committees & priorities –*

Tabled.

*2010 Holiday Schedule –*

**R. Chamberlin moved, seconded by J. Foley to approve the 2010 Holiday Schedule as presented.**

**October 3 Centennial –**

*Forty people attended. A motion was made by J. Foley, seconded by S. Plante to submit one postcard from the Centennial Celebration and attach to this set of minutes for the record. Voted unanimously in the affirmative.*

**ADJOURNMENT**

**M. Lawler moved, seconded by J. Foley to adjourn the meeting. So voted.**

**Next Meeting – Wednesday, November 18, 2009.**

Respectfully submitted,

Jo Ann Duffy