

**UNOFFICIAL
AS OF 10/20/05**

**LIBRARY TRUSTEE
MINUTES**

OCTOBER 19, 2005

PRESENT: George Fullerton (Chair), Steve Brzozowski, Sue Plante, Susan Osburn, Hank Boyle, Barbara Griffin, Dianne Hathaway (Director), Steve Viggiano (Assistant Director).

Also Present: John Caprio.

Chairman Fullerton called the meeting to order at 7:01 p.m.

ACCEPTANCE OF SEPTEMBER MINUTES

S. Osburn moved, seconded by H. Boyle to approve the minutes as presented. Voted unanimously in the affirmative. H. Boyle abstained.

PUBLIC COMMENTS

There were no members of the public present.

STRATEGIC PLANNING REPORT

Lisa has accepted the appointment of Chair of this sub-committee. The Committee met with Professor Dupre from St. Anselm College and discussed the possibility of a survey. He suggested that a focus group would be advisable. A table was sent up during the Pumpkin Festival for the purpose of collecting names of people who would like to participate. A preliminary meeting date for the focus group has been set for November 17. Additional names will be collected at the Library and the Town Hall. George Fullerton will also send a Letter to the Editor advising the public of this Forum. A Strategic Planning Committee was scheduled for Wednesday, November 9 at 6:30 p.m.

TREASURER'S REPORT

The Trustees reviewed the monthly expense report. The checking account includes the leftover Vietnam Moving Wall money, since the accounting has not yet been closed out.

DIRECTOR'S REPORT

Building Issues

The painting project is about half done. The rain has delayed the completion. The elevator shaft leak has finally been repaired. A thank you letter will be sent to the Board of Selectmen thanking Marc Tessier for his assistance.

Main Street Program

The Jeep Wrangler raffle is now underway until late-October. Tickets are \$100 and only 250 tickets will be sold. The new Volunteer Program Manager is Carole Huxel.

Rotary Club

No report.

GMILCS

The meeting is scheduled for October 20, 2005 in Derry.

September Statistics

The September 2005 statistics were provided.

Staff

The merit pay was awarded based on last month's discussion. An additional Lapsit program (for 18 to 21 month old children) was added due to high demand. The Barn Dance was a great success! The wireless network is fully functional. A new page began work today.

Friends of the Library

The Friends of the Library will meet on Tuesday, October 25, 2005. The Ski and Skate sale is scheduled for November 12, 2005.

Bookends Column

Included in the Board's packet.

OLD BUSINESS

Budget Committee

Budget Deliberations will begin next week.

Personnel Committee

No report.

Investment Policy

The sample investment policies, previously distributed, were reviewed. Janice O'Connell, Finance Director, also reviewed this material. S. Plante suggested that the Board discuss the investment options with the nonprofit division of a local bank. It was decided that the Finance sub-committee would review the comments and draft a policy for the Library for the Board's review at their next meeting. Area banks will also be contacted.

NEW BUSINESS

2006 Holiday Calendar

The Director distributed a proposed 2006 Holiday Schedule to the Board members.

H. Boyle moved, seconded by S. Brzozowski to adopt the Holiday Schedule as presented. Voted unanimously in the affirmative.

Holiday Breakfast

S. Brzozowski moved to approve the expenditure of up to \$300 for the holiday breakfast. Seconded by S. Osburn. Voted unanimously in the affirmative.

Library Internet Services Survey

The consortium is conducting a survey on electronic information that may be available. The Board members were each given a copy of the survey and asked to complete it as soon as possible.

ADJOURNMENT

The next meeting is scheduled for November 16, 2005 at 7:00 p.m.

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

Respectfully submitted,

Jo Ann Duffy