

**LIBRARY TRUSTEE**

**MINUTES**

**JANUARY 18, 2012**

**PRESENT:** Lisa Iodice (Chair), Mike Lawler, Sara Santoro, Wayne Eddy and Dianne Hathaway (Library Director).

Chairman Iodice called the meeting to order at 6:38 p.m.

**PUBLIC COMMENTS**

None received.

**APPROVAL OF DECEMBER MINUTES**

**L. Iodice moved to accept the minutes as amended. Seconded by W. Eddy. Voted unanimously in the affirmative.**

Amendments: Mike Lawler's name was misspelled. Patty's last name is Penick. Under New Business, delete the discussion re: Opera NH Program since this pertains to the Friends of the Library.

**ACCEPTANCE OF DONATIONS**

***\$255 in Memory of Mary Clapp* – L. Iodice moved to accept the donation. Seconded by W. Eddy. Voted unanimously in the affirmative.**

***\$100 in Honor of Father John O'Donnell* – W. Eddy moved to accept the donation. Seconded by S. Santoro. Voted unanimously in the affirmative.**

D. Hathaway will find out what items Father O'Donnell would like to have purchased with these funds.

***\$20 from Claudette Gurley, restricted to books* - L. Iodice moved, seconded by M. Lawler to accept the donation. Voted unanimously in the affirmative.**

**LIBRARY FINANCIAL REVIEW**

***Trust Fund Accounts Review*** – Reviewed by the Committee.

***Monthly Expenses Review*** – There will not be a 2012 report until after the March ballot vote. The year-end report has not yet been submitted.

## **LIBRARY DIRECTOR'S REPORT**

The filing period for town elections begins 1/25/12 and ends 2/3/12. T. Marts and S. Santoro's positions are up for election for three year terms and there is also a one year opening due to a resignation. Sara stated she will not be running for reelection. GMILCS will meet on January 19 at the Nesmith Library in Windham. Thirty-one new cards were issued this past month. There has been tremendous growth in the downloadable service numbers. Staff is currently planning for the Summer 2012 Reading program. D. Hathaway and D. Roberge will be coordinating repair of chimneys for spring, 2012.

## **COMMITTEE REPORTS**

### ***Administrative/Finance -***

**2012 Priorities** – The committee will begin to review the library policies for 2010 and make recommendations to the Board as they are reviewed. There are some that were revised in 2011. Begin small steps toward estate planning and memorial donations. Library specific Personnel Policy in accordance with but distinct from town policy.

### ***Human Resources –***

Looking to continue to improve the evaluation process, including self-evaluations and include staff involvement in evaluation process.

### ***Planning and Communication –***

Met today and reviewed the 2012 goals. Finalize the libraries long and short term goals. Collect community input regarding future building expansion, possibly creating a survey at the voting polls, etc. Develop a three year plan for future building expansion. Draft may be sent to the staff for their input.

## **REPORT ON COMMUNITY MEETINGS**

Update on BOS and BC Monthly Meetings for January – Sue

Sue attended the Budget Committee's public hearing. There was no discussion regarding the Library.

Mike is assigned January 19 through February 15 Trustee monitor/on-call.

## **NEW BUSINESS**

Friends Meetings (rotating schedule) - Wayne attended the last Friend's meeting. They discussed ways they could assist at events at the Library. They continue to work on a Friends' web page.

## **ITEMS FOR TOWN MONTHLY EXECUTIVE REPORT**

The Director reviewed her report prior to submitting to the Board of Selectmen.

**ADJOURNMENT**

**W. Eddy moved, seconded by M. Lawler to adjourn the meeting 7:36 p.m.**

Respectfully submitted,

Jo Ann Duffy

Next LBOT meeting is February 15, 2012