

LIBRARY TRUSTEE**MINUTES****MAY 16, 2012**

PRESENT: Lisa Iodice (Chair), Sue Plante (Vice-Chair), Wayne Eddy, Mike Lawler, Kathy Holt (arrived at 7:10), David Pierce (BOS Rep) and Dianne Hathaway (Library Director). Also Present: Melissa Merrifield (Friends of the Library) and David Roberge.

Chairman Iodice called the meeting to order at 6:43 p.m.

BUILDING REPAIRS

D. Hathaway provided a listing of the contractors that are being considered for the chimney work. D. Hathaway and D. Roberge provided their recommendations. The Board was concerned about the wording of the contract. D. Preece suggested the Director contact Bill Connor from the Fire Department for advice on the technical issues.

PUBLIC COMMENTS

None.

APPROVAL OF APRIL MINUTES

W. Eddy moved to approve the minutes as amended. Seconded by L. Iodice.

Amendments: Page 2, under Planning and Communication, last sentence, remove “sub” before the word committee.

Voted unanimously in the affirmative.

ACCEPTANCE OF DONATIONS –

Transfer of Deaccessioned materials to the Friends of the Goffstown Public Library, to be included in their annual book sale on Saturday, June 2 – W. Eddy moved, seconded by S. Plante. Voted unanimously in the affirmative.

LIBRARY FINANCIAL REVIEW

Trust Fund Accounts Review – Received.

Monthly Financial Report – Submitted to Trustees. The first invoice of \$258 was paid for the first quarter for the delivery service for GMILCS. The GMILCS line will be over expended. The entire cost is shared by ten libraries.

LIBRARY DIRECTOR'S REPORT

The Director provided the monthly activities report and highlighted operations statistics. Working on transitioning for Marsha's retirement. Carpets have been cleaned. Landscaping has been completed. The Summer Reading schedule was also distributed. The custodian has resigned. Staff reviews are underway.

COMMITTEE REPORTS

Administrative and Finance – The committee will meet on May 31 at 4:45 p.m. They will begin considering the draft of the 2013 budget.

Human Resources – The committee met on May 15. The seasonal position has been posted internally. Marsha's last day will be June 29. Rene Morrissette was recommended for the summer aide position. She is currently working as a page at the Goffstown Library. The self-evaluations have been distributed. Please contact M. Lawler with any questions. **W. Eddy moved to approve this appointment. Seconded by L. Iodice. Voted unanimously in the affirmative.**

Planning and Communication – The committee met this evening. An ongoing maintenance plan should be developed. The sub-committee will visit other libraries to obtain additional information on fund-raising and expansion projects. L. Iodice asked the sub-committee to update the annual calendar. The CIP Presentation is scheduled for June 7, 2012 at 7 p.m.

REPORT ON COMMUNITY MEETINGS

L. Iodice reported the budget presentation may not be all day on a Saturday. The BC will attend the BOS meetings as the department heads present their budgets. The BOS are working on department head evaluations. The 2012 personnel plan was approved by the BOS. An All Board's meeting will be held on June 11. Elizabeth Dubrulle is the BC rep to the Goffstown Library.

NEW BUSINESS

Information has been distributed on a Library Trustees training seminar. The Book Sale will be held on June 2 and credit cards will now be accepted. The staff will be running an event at this time called "Dairy Day".

ADJOURNMENT

A motion was made by W. Eddy and seconded by S. Plante to adjourn the meeting. Voted unanimously in the affirmative.

Jo Ann Duffy

Next LBOT meeting is June 20, 2012

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE LIBRARY BOARD OF TRUSTEES