

LIBRARY TRUSTEE**MINUTES****JUNE 20, 2012**

PRESENT: Lisa Iodice (Chair), Sue Plante (Vice-Chair), Tess Marts, Wayne Eddy, Mike Lawler, Kathy Holt, Linda Stonner and Dianne Hathaway (Library Director). Also Present: Melissa Merrifield (Friends of the Library).

Chairman Iodice called the meeting to order at 6:35 p.m.

PUBLIC COMMENTS

M. Merrifield announced that a second book sale will be held on October 13, 2012.

APPROVAL OF MAY MINUTES

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

Amendment: Under Building Repairs, last sentence, David Pierce's name was misspelled.

Voted unanimously in the affirmative. T. Marts abstained.

LIBRARY FINANCIAL REVIEW

Trust Fund Accounts Review – No comments.

Monthly Financial Report – Reviewed.

LIBRARY DIRECTOR'S REPORT

The Director provided the monthly activities report and. The annual meeting for GMILCS is scheduled for June 21. 41 new cards were issued this month. Two page resignations were received. The new staff transition is going very well.

COMMITTEE REPORTS

Administrative and Finance –

By Laws – Amendments were emailed to the Board members. **T. Marts moved, seconded by W. Eddy to approve the By Laws as amended. Voted unanimously in the affirmative.**

Human Resources – The 2nd draft of the public volunteer policy will be reviewed by the sub-committee. Responses to the Board's evaluation are due this month. The Director will submit her self-evaluation

and the Director's review will be completed in July. The sub-committee made a recommendation to restore the five hours that were previously reduced from the Library Assistant Adult Services position and restore this position to 40 hours per week. The total hours of staff reduction was 22 hours; 17 hours were earmarked for one position. **W. Eddy moved, seconded by L. Iodice to restore the five hours for the Library Assistant Adult Services position. Voted unanimously in the affirmative.** M. Lawler reported that a recommendation was made at the library conference that the Board accept all resignations as they are submitted. **S. Plante moved, seconded by W. Eddy to accept the resignation/retirement of Marsha McKay, effective July 1, 2012. Voted unanimously in the affirmative. S. Plante moved, seconded by W. Eddy to accept the resignation of Kayla Riel as a page, effective July 11, 2012. Voted unanimously in the affirmative. S. Plante moved, seconded by L. Iodice to accept the resignation of Patrick McCarthy as a page, effective August 17, 2012. Voted unanimously in the affirmative. M. Lawler moved, seconded by L. Stonner to recommend the hiring of Zach Penick for the custodian position. Voted unanimously in the affirmative.**

Chimney Repair – A recommendation was made by the Director and Dave Roberge, Building Supervisor, to award the chimney repair contract to Crown Chimney, per the details stated in their quote. **M. Lawler moved, seconded by W. Eddy to award the contract to Crown Chimney. Voted unanimously in the affirmative.**

Planning and Communication – The sub-committee has updated the annual calendar.

C.I.P. Presentation Update - W. Eddy reported on the presentation of the library projects to CIP.

REPORT ON COMMUNITY MEETINGS

W. Eddy provided highlights of discussions concerning the library.

NEW BUSINESS

As a result of a meeting recently attended by W. Eddy and T. Marts and hosted by T. Knowles, T. Marts suggested that the Trustees formally accept the museum passes donated by the Friends of the Library each year. It was decided that these items will be accepted annually during the month of December.

A thank you letter was received from Marsha McKay.

The Board agreed to send a follow-up letter to M. York, Director of the State Library, and the State Representatives regarding funding for local libraries.

NON-PUBLIC SESSION RSA 91-A:3II a Personnel

L. Iodice moved, seconded by L. Stonner to enter non-public session. A roll call vote was taken with all members voting in the affirmative.

ADJOURNMENT

A motion was made by ?? ??and seconded by ?? ?? to adjourn the meeting. Voted unanimously in the affirmative.

Jo Ann Duffy

Next LBOT meeting is July 18, 2012

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