

Library Board of Trustees Human Resources Committee Meeting

July 10, 2012 @ 9:00 AM
Library 3rd Floor Conference Room

Present: Susan Plante, Mike Lawler and Dianne Hathaway
DRAFT Minutes submitted by: Mike Lawler

Meeting called to order at 9:10 AM by Susan Plante.

Agenda item: Review of Minutes from Public meeting on June 8, 2012.

Motion to approve as submitted by Sue, Seconded by Mike, approved 2-0.

Dianne informed the Committee that she will be on vacation for one week beginning on July 26, and for one week in September.

Dianne also informed us that our new Minute Taker is waiting for hiring paperwork from Town Hall.

Dianne then informed the committee that Annual Reviews for staff have been completed.

9:21 Motion to go into Nonpublic session under NH RSA 91-A:3 II(a) to discuss compensation was made by Mike Lawler, seconded by Susan Plante and approved 2-0 Susan Plante Aye, Mike Lawler Aye.

9:50 Motion to come out of nonpublic session with the minutes sealed for three years was made by Mike Lawler, seconded by Susan Plante, and approved 2-0. Susan Plante - Aye, Mike Lawler – Aye.

The HR committee will meet again, and put together its recommendations for merit distribution in Non-public session during the August Board meeting.

Dianne then gave the Committee a brief update on a note she had gotten from the town administrator regarding changes the ACA may have on the budget process. Specifically, employees that work 30 hours or more per week will now be considered full time for the purposes of the ACA. Dianne had discussed this with the A&F Committee at their meeting on June 29. A&F had recommended the HR Committee look at whether the intent for those positions was that they be less than full time, and whether realignment of the hours was in the best interest of the community and patron demands.

We then had a brief discussion about possible redistribution of staff hours to account for changes in programming and patron demand. HR will review this further with the Director and make any recommendations to the Board as a whole.

Meeting adjourned by motion, seconded and unanimous vote at 10:22 AM.

The next meeting date has not been scheduled.