

LIBRARY TRUSTEES MINUTES

JULY 20, 1994

PRESENT: Brian McLaughlin (Chairman), Al Packard, Paula Baker, Dick Gagnon and Theresa Pare. Also present was Janet Bartels, Library Director.

B. McLaughlin called the meeting to order at 7:10 p.m.

MINUTES OF JUNE 2, 1994:

A motion was made by T. Pare, seconded by A. Packard to approve the minutes as printed. Vote: All in favor, motion carried.

TREASURER'S REPORT:

J. Bartels reported the grant was received for the mystery book program. The salary line has increased due to B. Elliot's retirement. The Chevron stock split and 120 shares were added. \$200.00 was received from the Ben Cohen trust for books and \$530 was received from the NH Humanities Council.

DIRECTOR'S REPORT:

Janet reported on the American Libraries Association conference and their emphasis on programs for youth. The bank has contacted Janet regarding community needs, such as parking. J. Bartels reported the library staff is very busy with summer programs. A yard sale will be held by the Bartlett Community Club on Saturday from 8 a.m. to 3 p.m. The library will be there selling discarded books. A discussion took place on gifts for the Japanese students. Book bags will be given from the library. Janet will check with the Friends of the Library for this donation. A motion was made by T. Pare, seconded by A. Packard to authorize Janet to spend these monies if the donation does not come through from the Friends. Vote: All in favor. Motion carried.

C.I.P. PROPOSAL:

B. McLaughlin discussed his presentation to C.I.P. Committee. The building at High Street will always be a library. The building is not meeting ADA or life safety codes and they are out of space. B. McLaughlin reported that quotes were solicited from two Goffstown Architectural firms for preliminary drawings. Both of these firms were told to quote the project out from start to finish. Firms contacted were:

Kathy Prezkaza, previously served as project manager for Cafe Pavone. Quoted \$1,500 for a preliminary design.

David White has worked on the library previously. Quoted \$4,800 (partially deferred).

A motion was made by P. Baker to hire Kathy Prezkaza to develop preliminary drawings. Seconded by A. Packard. Vote: All in favor. Motion carried. Trust funds have been earmarked for this building.

OUTREACH PROGRAM:

D. Gagnon reported that they are hoping to open up this building by the end of August. He presented a lease agreement entitled, "Pinardville Branch Library Usage Agreement" to the Trustees for \$125.00 per month beginning September 1994 until April 1, 1995 and then \$400.00 per month beginning April 1, 1995 with one year increments with renewal options. The Optimist Club and the Pinardville

Lions Club have committed to this project. B. McLaughlin read a memo from Leon Cote stating the present space being used by the Library in Bartlett School will no longer be available as of September 1994, due to another third grade being added. P. Baker reported \$5,500 has been earmarked for building needs. They have already committed \$1,500 for the preliminary plans for High Street. Concerns about security were discussed. Janet will look into lock-up shelving. This lease would give the library an expansion of services. B. McLaughlin will contact J. Scruton to discuss this with the Board of Selectmen. A motion was made by A. Packard, seconded by P. Baker that the board adopt this agreement which will run from September 1, 1994 through March 31, 1994 subject to review by B. Griffin. Vote: 4-in favor, 0-opposed, 1-abstained. Motion carried.

PORTABLE CLASSROOM:

B. McLaughlin reported that the Animal Rescue League could not purchase this classroom. He suggested it be listed for sale in the Manchester, Concord and Nashua area newspapers. P. Baker will contact L. Emerton to follow up on the appraisal advice. P. Baker and A. Packard will work on placing the ad and following up with bids received.

PERSONNEL POLICY:

Tabled until the August meeting.

NON-PUBLIC SESSION:

A motion was made by P. Baker, seconded by A. Packard to enter into non-public session to discuss personnel. A roll call vote was taken, which was unanimous.

At 8:12 p.m. the board exited non-public session.

A motion was made by P. Baker, seconded by D. Gagnon to approve the recommendation of J. Bartels to hire Judy Chase to fill the position of library custodian. Vote: All in favor. Motion carried.

NEW BUSINESS:

None.

A motion was made to adjourn the meeting at 8:13 p.m.

Respectfully submitted,

Jo Ann D'Avanza

THESE MINUTES ARE SUBJECT TO APPROVAL

THE NEXT MEETING IS SCHEDULED FOR AUGUST 24TH

LIBRARY TRUSTEES
MINUTES
NON-PUBLIC SESSION

JULY 20, 1994

PRESENT: Brian McLaughlin (Chairman), Al Packard, Paula Baker, Theresa Pare, Dick Gagnon and Library Director, Janet Bartels.

PERSONNEL:

Janet Bartels distributed a recommendation sheet which described her proposal to hire a custodian. This position was advertised in the Goffstown News. Judy Chase was interviewed by David Brown and recommended for hire at \$8.10 per hour from 8 a.m. to 10 a.m. Monday through Friday.

A motion was made by P. Baker, seconded by A. Packard to exit non-public session at 8:12 p.m. A roll call vote was taken, which was passed unanimously.

Respectfully submitted,

Jo Ann D'Avanza

THESE MINUTES ARE SUBJECT TO APPROVAL

INVOICE:

Library Trustees Minutes
July 20, 1994

3 hours @ \$10.00 per hour.....\$30.00

Jo Ann D'Avanza
PO Box 314
Goffstown, NH 03045