

**LIBRARY TRUSTEES  
MINUTES**

**SEPTEMBER 28, 1994**

**PRESENT:** Brian McLaughlin (Chairman), Theresa Pare, Barbara Griffin, Dick Gagnon, Al Packard, Phil D'Avanza (Selectman), Frank Pagliuca (Budget Rep) and Janet Bartels (Library Director).

Chairman McLaughlin called the meeting to order at 7:07 p.m.

**MINUTES OF AUGUST 24TH/30TH, 1994:**

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

**TREASURER'S REPORT:**

Reviewed.

**DIRECTOR'S REPORT:**

J. Bartels reported the landscaping is completed.

GMILCS, instead of buying the laser bar code reader for \$500, J. Bartels was able to purchase another type for \$100. She asked permission to buy the two terminals that GMILCS has left for \$50 each. T. Pare stated that she had asked the Director to look into different costs and if this was the best option. She felt there may be a problem with space for these terminals. J. Bartels felt there was ample room for two terminals. She further stated that the plan was to go with dumb terminals. T. Pare stated she would like to see the Director's plan as to what she has planned for how many terminals with PC's and dumb terminals and where they should go. J. Bartels stated she would like to put a dumb terminal at the circulation desk and one at the card catalog and one other. J. Bartels stated she spent less on the bar code reader and these are the only two terminals left. If we get deals like this, we can have a much more expansive plan than if we don't. J. Bartels will submit her terminal plan to the board. **A motion was made by B. Griffin, seconded by D. Gagnon to authorize the Director to purchase two dumb terminals at \$50 each and that an initial draft technology plan be presented at the next Trustees' meeting. Vote: All in favor. Motion carried.**

Bill Stains, folksinger, will be coming to the Library for Childrens' Book Week on November 14th from 1:00 p.m. to 4:30 p.m.

Ban Books Week is going well.

Janet presented a draft of a collection development policy for future discussion.

**OLD BUSINESS -**

**RENOVATION:**

There were two C.I.P. public hearings. A few comments were made. The Selectmen are scheduled to discuss C.I.P. on Monday, October 3, 1994.

Phil reported there are grants available for Library's from the Historic Preservation if the building was on the National Historic Register. Presently, the Grange Hall is the only building in Goffstown on the National Register.

B. McLaughlin received a letter from Gary Meehan of Meehan Architects regarding the bids for the architectural renderings for the expansion.

**PINARDVILLE BRANCH UPDATE:**

Shelves were purchased for \$4,000. The walls have been painted and the ceiling grid work is completed. The plan is to open the first week of October.

**PORTABLE CLASSROOM:**

B. McLaughlin received a call from Al Desruisseaux, Athletic Director, regarding the purchasing of the portable school building. The board purchased this classroom from the School Board for \$1.00 and it became a Library asset. Trust funds were used for this purchase. Brian will send a letter to Al Desruisseaux that the Library has incurred serious costs in moving this classroom and the board does not feel comfortable with this offer.

**1995 BUDGET:**

B. McLaughlin presented the proposed budget to the Board of Selectmen. A discussion ensued on the postage line. **A motion was made by T. Pare, seconded by A. Packard stating the postage line is \$1.00, but fines will be used to pay for postage. Vote: All in favor. Motion carried.** Selectman D'Avanza will advise the Board of Selectmen.

**PERSONNEL POLICY:**

This item had previously been tabled. In the past, one member of the Trustees conducted the job evaluations. The board discussed whether they would like to change this policy. Al Packard reviewed the two types of evaluations; formulative and summative. He stated you cannot do both simultaneously. B. Griffin will work on a job evaluation form and present it to the board.

**CRISPIN'S HOUSE LETTER:**

B. McLaughlin received a copy of a letter to Edward Lobacki, Chairman, Hillsborough County Board of Commissioners from Michael J. Ryan, President of Crispin's House, Inc. concerning the use of the County Administrative Building. Crispin's House has expressed an interest in this building and suggested the Library may have a use for this building for stack space. The Library would be provided with 1,800 sq. ft. of space.

**HIRING A PAGE:**

A recommendation was made by Director Bartels for the hiring of an adult page. An ad was placed in the Goffstown News for two weeks and ten applications were received, five people were interviewed. **A motion was made by T. Pare, seconded by A. Packard to authorize the Director to hire person recommended.**  
**Vote: All in favor. Motion carried.**

**SENIOR EMPLOYMENT PROGRAMS:**

David Brown has recently contacted two senior employment programs regarding the possibility of getting a part-time employee for Pinardville. David will be meeting with Jerry Dile to discuss library needs and program guidelines. Ms. Dile is from the Community Action Program, a federally funded program that places senior citizens who meet specific age and income requirements. After meeting with the Community Action Program, further inquiries may be made to Green Thumb, which is a similar program.

**NEW BUSINESS -**

None.

**A motion was made by A. Packard, seconded by T. Pare to adjourn the meeting at 8:40 p.m.**

Respectfully submitted,

Jo Ann D'Avanza

**THESE MINUTES ARE SUBJECT TO APPROVAL**

**THE NEXT MEETING IS SCHEDULED FOR OCTOBER 19TH**

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**INVOICE:**

Library Trustees Minutes  
September 28, 1994

4 hours @ \$10.00 per hour.....\$40.00

Jo Ann D'Avanza  
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