

**LIBRARY TRUSTEES
MINUTES**

SEPTEMBER 20, 1995

PRESENT: Brian McLaughlin (Chairman), Barbara Griffin, Paula Baker and Theresa Pare.

Chairman McLaughlin called the meeting to order at 7:00 p.m.

MINUTES OF AUGUST 16, 1995:

B. Griffin moved, seconded by P. Baker to approve the minutes as presented. Voted unanimously in the affirmative.

TREASURER'S REPORT:

This report was reviewed. The board questioned the education line and whether it will all be spent this year. They also questioned the repair and building maintenance line. They will await a reply from the Director.

DIRECTOR'S REPORT:

Janet submitted a written report. She mentioned the staff is very appreciative of the new parking arrangements at St. Matthews Church. She also thanked Betsy Elliott for all the volunteer coverage she has been donating. The preschool program begins the week of October 2 and after school programs begins the week of October 16. Banned Books Week will be observed at the library with book displays. The library will be closed on October 9 for Columbus Day. The Ski and Skate Sale will be held on Saturday, October 7.

Dunbarton Library - The Dunbarton Library recently had a mishap, whereby their roof caved in and they are looking for space for their librarian to work. **B. Griffin moved, seconded by P. Baker to have Marsha call Mr. LaDuke back with sincere regrets and with the suggestion that he contact Judy Kimball at the State Library for suggestions on possible resources available. Voted unanimously in the affirmative.**

B. McLaughlin spoke with Janet today. She seems to be coming along fine and is looking forward to coming back to work on October 10. On behalf of the Trustees the Chairman voiced his pleasure with the operation of the Library under Marsha and the rest of the staff. Everybody is doing a great job!

B. McLaughlin distributed the flyer for the Ski and Skate Sale. This sale is scheduled for October 7, 11 a.m. to 4 p.m.

OLD BUSINESS:

Personnel Evaluation - Please FAX B. Griffin all evaluations so she may compile the balance of the data.

Renovation - There are three minor changes. First change concerns the stairway. NH Code will not allow stairway and elevator to share the same openings, unless it is secured with a fire wall. This results in a design problem with the ground floor. The stairs will only open to the exterior on the ground floor. They also looked at fitting the mechanical for the elevator. They have not made a final determination. On the third floor the whole triangular section of the roof would have to be removed. Instead, the architect would rather put in a dormer window. Art Rose should have the dollar figure by Monday. Brian is meeting with the Board of Selectmen and Gary Meehan on Monday evening to update the Board on the progress of this plan. B. McLaughlin will contact the Architect concerning his providing a small portfolio of the project, to be used for presentations.

Budget - The budget presentation is scheduled for October 30. Carolyn will discuss her fund raising ideas further at the next board meeting.

Staffing Considerations - A page resigned during the month of August. The Director asked permission to advertise to fill this position.

B. Griffin moved, seconded by T. Pare to authorize the Director to advertise and make a recommendation at the next board meeting. Voted unanimously in the affirmative.

The Director also requested that the library be allowed to hire someone to work the desk on a temporary basis. The Chairman asked that the board consider the staffing needs concerning an assistant prior to Town Meeting. P. Baker asked that the board be provided with a list of the current staffing positions and the number of hours they are working.

B. Griffin moved, seconded by T. Pare to hire a temporary person for 20-30 hours per week, subject to monthly review and available funding by the Board of Trustees. Voted unanimously in the affirmative.

B. Griffin commented that she liked the presentation of the Director's report and hoped she continued with this written format.

Leases, Pinardville Branch - B. McLaughlin reported he is in receipt of two leases that need to be signed by himself and Dick Gagnon.

NEW BUSINESS:

GMILCS - T. Pare reported he spoke with Art Bryant, President of GMILCS. She noted the board will need an updated report before further progress is made. She stated A. Bryant has offered to come in and speak with the board. The board agreed this would be a good idea. GMILCS has decided to go with frame relay and they are negotiating with the Towns of Londonderry and Derry about joining this system. Full dues will begin on July 1.

B. McLaughlin will discuss this issue with the Director. The board may hear the Director's updated report first or they may invite Mr. Bryant in prior to the Director's presentation. They will leave this up to the discretion of J. Bartels.

Portable Classroom - B. McLaughlin will contact the Town of Dunbarton to see if they are interested in this item.

B. Griffin moved, seconded by T. Pare to adjourn the meeting at 8:25 p.m.

Respectfully submitted,

Jo Ann D'Avanza

THESE MINUTES ARE SUBJECT TO APPROVAL

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INVOICE:

Library Trustee Minutes
September 20, 1995

4.75 hours @ \$10.00 per hour.....\$47.50

Prior payment...\$90.00
Debit for Aug...\$35.00
Debit for Sept..\$47.50
Current credit..\$ 7.50

Total due.....0

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