

**UNOFFICIAL  
AS OF 03/01/01**

**LIBRARY TRUSTEES  
MINUTES**

**FEBRUARY 21, 2001**

**PRESENT:** Carolyn Benthien (Chair), Terry Pare, Barbara Griffin and Ken Rose. Also present were Library Director Dianne Hathaway and Assistant Director Amy Lapointe.

Public Present: George Fullerton, Budget Committee Rep.

Chairman Benthien called the meeting to order at 7:15 p.m.

**APPROVAL OF JANUARY 17, 2001 MINUTES:**

**T. Pare moved, seconded by B. Griffin to approve the minutes as presented. Voted unanimously in the affirmative. B. Griffin abstained.**

**TREASURER'S REPORT:**

No information has been provided for 2001. The Board reviewed the closing statement from the 2000 budget. Dianne advised the Board that the Trustee accounting would be reformatted by the Finance Department. Previously, the Finance Director received \$50 per month for services performed for the Library. Janice O'Connell advised that this \$50 should go into the General Fund.

**K. Rose moved, seconded by T. Pare that the Board allocate \$50 per month beginning January 1, 2001 to be paid to the General Fund of the Town of Goffstown as partial compensation for bookkeeping and accounting services that the Town is providing to the Library. Voted unanimously in the affirmative.**

A report, entitled, "Securities Gift Form" was received regarding the sale of all of the stocks.

A report was also received from the Trustees of the Trust Funds. Ken Rose informed the Board that the Fidelity account was established in February 1992. A memo was also received from the Town Administrator concerning the payment for minutes.

**DIRECTOR'S REPORT:**

**Upcoming Election** – Election Day is March 13. Ken Rose is running for re-election. Maureen McLean is also running for election for Library Trustee.

Meet the Candidates Night is scheduled for March 6 at the GHS Media Center at 7:00 p.m.

**Goffstown Public Library Endowment Fund Update** – The resolutions were mailed in last week. Barbara stated she is waiting for additional paperwork. Dianne distributed the Purpose and the Overview of Agreement.

**T. Pare moved, seconded by K. Rose to approve the following purpose:**

**The Goffstown Public Library Endowment Fund supports the mission and special initiatives of the Goffstown Library Trustees in support of the Goffstown Public Library not funded by other sources.**

**Voted unanimously in the affirmative.**

**T. Pare moved, seconded by K. Rose that all distributions from the fund shall be placed in an interest bearing investment account to foster the purpose of this fund and it shall continue that way until a further vote is taken by the Library Trustees. Voted unanimously in the affirmative.**

**Status of Staff Hiring** – Amy reported there are still two open positions. They have received some resumes. The closing date is March 2. The interview process will begin shortly.

**New Staff Workstation** – Dianne asked for authorization to purchase a workstation for one of the full-time employees. Dianne was instructed to explore all options prior to purchasing this workstation. Monies will be taken out of the budget for this expense.

**Friends of the Library** – The Friends held a program entitled “NH History Through Art”. Twenty-seven people were in attendance. The Book Sale will be held on June 9.

**Bookends Column** – Received by the Board.

### **UNFINISHED BUSINESS:**

**Strategic Goals** – This will be discussed and adopted at the next Board meeting.

**Recognition Book** – Dianne is waiting for an estimate on the cost of the book.

**Outdoor Sign** – Mainline Graphics began designing a sign. Carolyn sent the report from the Design Team of the Main Street Program to Mainline Graphics. Carolyn will continue to work on this project with Dianne. Dianne met with the Design Team regarding landscaping of the Library property. Bob Gillmore provided the Trustees with a proposal. A thank you letter will be sent to Mr. Gillmore.

### **NEW BUSINESS:**

There was no new business to come before the Board.

**PUBLIC COMMENT:**

There were no comments from the public.

The Trustees thanked Carolyn Benthien for serving as Chair over the past few years and presented Carolyn with a gift.

**THANK YOU CAROLYN!**

**K. Rose moved, seconded by T. Pare to adjourn the meeting at 8:15 p.m. So voted.**

Respectfully submitted,

Jo Ann D'Avanza