

**UNOFFICIAL
AS OF 08/24/01**

**LIBRARY TRUSTEES
MINUTES**

AUGUST 15, 2001

PRESENT: Terry Pare (Chair), Ken Rose and Barbara Totherow, Maureen McLean. Also present were Library Director Dianne Hathaway and Assistant Director Amy Lapointe.

Also Present: George Fullerton, Budget Committee Rep.

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

APPROVAL OF NOTES OF JULY 18, 2001:

Clarification on page 2, the Board did not vote to authorize approval of a new sign because a quorum was not present at this meeting.

APPROVAL OF MINUTES OF MAY 16, 2001:

K. Rose moved, seconded by B. Totherow to approve the minutes as presented. Voted unanimously in the affirmative.

TREASURER'S REPORT:

The June Expenditure Report and the Account Information were provided to the Board members. Dianne reported that the July fine money was deposited into the wrong account. This has been corrected. The Board also received the quarterly report from the Charitable Foundation. The ending value as of June 30, 2001 was \$103,828.66. Terry suggested that Dianne recognize library donors in her bookends newspaper column on a quarterly basis.

Dianne received a letter from the Trustee of the Trust Funds concerning the Elizabeth Merrill account. There was a discrepancy as to whether the entire account can be used for the wireless workstation.

DIRECTOR'S REPORT:

Building Issues –

The fire alarm panel was struck by lightning. This was repaired at a cost of \$4,000. The insurance has covered \$3,000. There is a leak in the roof near the elevator. The front door renovation has not yet begun.

Main Street Committee –

Dianne was asked to serve on the Board of Directors for the Main Street Committee.

E-Rate –

Dianne reported that the library has received notice of the e-rate reimbursement for the telephone line, the 56K line and Internet access. Terry explained that in December of 2000, President Clinton signed into law the Children's Internet Protection Act. If a school or a library accepts Federal monies from one of three sources, that library or school must have Internet protection measures installed on all workstations. It is intended to only limit downloading of pornographic or harmful to minor images. There is presently no software that exists to accomplish this. Two lawsuits have been filed by the ACLU and the American Library Association. This has gone to a Federal Court of Appeals in Philadelphia. The trial date is scheduled for February 24, 2002. In the first year, libraries must make a good faith effort in determining whether filtering is good for their library. If you do not assure and certify that you are making this good faith effort, they will withhold the e-rate monies. There is a very viable solution and that is to separate all GMILCS traffic from the Internet traffic. Terry proposed that the library no longer have a PVC to the Internet service provider, so that the library can use the data line to continue to pay for the GMILCS access. The Internet access could be moved over to MediaOne, which is available to any library without a cost and it can be networked.

B. Totherow moved, seconded by M. McLean to turn down the e-rate discount because of the restrictions placed on it by the Federal government due to the Children's Internet Protection Act.

K. Rose stated that he feels very strongly that the library use some form of filtering for the Internet. For financial reasons, Ken would be in favor of switching Internet providers. Ken suggested that the Board hold a public forum to get input from the community on the filtering issue.

Vote on the motion: 3-in favor, 1-opposed. Motion carried.

Library Web Address –

The library's web address is: www.goffstown.lib.nh.us

Pinardville Customer Appreciation –

Amy and Dianne participated in this successful event.

Unfilled Page Position –

The position was advertised. Amy and Marsha spoke with several applicants. None of the applicants were able to work the 10 hours required. Dianne stated that she decided to re-advertise this position in the fall.

July Statistics –

The July statistics were reviewed. The figures are awesome!

Bookends Column –

The newspaper column was included in the Board's packet.

NEW BUSINESS:

Acceptable Use Policy

Last month Dianne presented this policy to the Board. Dianne suggested that the Board remove the restriction that only patrons with Goffstown Library cards be allowed to use the electronic materials. The Board agreed with this suggestion.

B. Totherow moved, seconded by M. McLean that the Board accept the Acceptable Use Policy as amended. Vote: 3-in favor, 1-opposed. Motion carried.

Front Lawn Sign –

M. McLean moved, seconded by K. Rose to approve the sign design presented from First Sign to be paid for from monies in the checking account. Voted unanimously in the affirmative.

Budget 2002 –

Dianne presented the proposed budget for 2002 to the Board. Discussion ensued and changes were made. The proposed salary matrix was reviewed. This new matrix would take effect on July 1, 2002. The Board directed Dianne to notify any employees who requested tuition reimbursement that all discussions are tabled until their probationary status is completed.

K. Rose moved, seconded by B. Totherow to approve the proposed budget subject to the changes discussed. Voted unanimously in the affirmative.

Personnel Policy –

The Personnel Policy will be reviewed by a sub-committee and presented to the Board for adoption in January 2002.

NEW BUSINESS:

NHLA Conference –

The NH Library Association will be holding a one-day conference on November 1 at the Grappone Center in Concord. Dianne suggested that the library be closed that day in order to allow all staff to attend.

M. McLean moved, seconded by B. Totherow to close the library on November 1, 2001 as requested by the Director. Voted unanimously in the affirmative.

Alternate Trustees –

RSA 202-A:10 allows for Board of Trustees to recommend to the Board of Selectmen alternate members to serve on the Board of Trustees. Terry suggested that the Board

might want to consider recommending at least one or two alternate members. This will be discussed further at a future Board meeting.

Meeting Schedule –

Terry asked the Board to consider having an eleven-month meeting schedule – and not meeting during the month of July. This will be discussed further at a future Board meeting.

NON-PUBLIC SESSION:

K. Rose moved, seconded by B. Totherow to enter non-public session under RSA 91-A:3 II (a). A roll call vote was taken with all members voting in the affirmative.

K. Rose moved, seconded by M. McLean to return to public session. A roll call vote was taken with all members voting in the affirmative.

K. Rose moved, seconded by B. Totherow to ratify any action taken in non-public session. Voted unanimously in the affirmative.

K. Rose moved, seconded by B. Totherow to adjourn the meeting at 10:15 p.m. So voted.

Meeting adjourned.

Respectfully submitted,

Jo Ann D'Avanza