

**UNOFFICIAL
AS OF 01/13/02**

**LIBRARY TRUSTEES
MINUTES**

DECEMBER 19, 2001

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

Chairman Pare called the meeting to order.

APPROVAL OF MINUTES OF NOVEMBER, 2001:

K. Rose moved, seconded by B. Griffin to approve the minutes with one amendment.

Amendment: With regard to system migration, this will be accomplished in 2003, not 2002.

Voted unanimously to adopt the minutes as amended.

TREASURER'S REPORT:

The Trustees reviewed the December 18, 2001 Expense Report. As of this date, there is a balance remaining of \$37,379. All of the building invoices have been processed. The roof was also repaired; however, it is still not perfect, and will need additional work next year. Dianne reviewed the various lines of the budget, as well as the checking account balance.

DIRECTOR'S REPORT:

Building Issues –

The landscaping plan will be discussed next month. The front lawn sign has been installed. They have received many favorable comments regarding this sign.

Budget –

The Budget Committee voted on the Town's budget and there were no questions or comments concerning the Library.

Safety Committee –

Sue Desruisseaux has invited a member of the library's safety committee to sit on the Town's safety committee.

Main Street Program –

Dianne reported that the Main Street Committee is working on a plan for next year. There is a warrant article to fund the program for \$15,000 in the 2002 budget.

MRCF Grant Workshop –

Dianne and Maureen recently attended this workshop.

Questions on Branch Closure –

Recently, Dianne received inquiries from members of the School Board regarding the Pinarville Branch closure in relation to the low test scores at the Bartlett School. Dianne stated that the library is holding evening programs at the Bartlett School.

Holiday Schedule –

M. McLean moved, seconded by B. Griffin to accept the holiday schedule as presented by the Director. Voted unanimously in the affirmative.

M. McLean departed the meeting at this time.

Correspondence –

A letter was received from the Red Cross thanking the library for their contribution of \$407.75.

A letter was also received from the Main Street Program thanking the library for their participation in Hometown Holiday.

Town Web Page –

Amy and Neil presented the Town web page to the Board of Selectmen recently. It was approved by the Board. Terry Pare commended Amy and Dianne for taking the lead on this matter for the Town.

OLD BUSINESS:

Personnel Committee

There was no report at this time.

Newsletter Distribution

Dianne reported that the school district distributed 9400 newsletters via the *Goffstown News*. Their cost was \$357 to insert the newsletter. It would cost approximately \$1,000 for the *Goffstown News* to design the newsletter, print it and insert it into their paper. The Director was not convinced that the library should be distributing a newsletter, since they already have a weekly column in the newspaper and information is also provided on the library's web site.

NEW BUSINESS:

Library Hours

The Goffstown Library is currently open 48 hours per week. Dianne stated that most libraries of similar size are open 50-60 hours per week. She suggested that the library's hours be increased. Dianne will be investigating shifting the staff so that this can be accomplished.

Kiosk – Southern New Hampshire Planning Commission

SNHPC has offered an information kiosk to the Town. They have asked if it could be set up at the library. Dianne stated that the Merrimack Library had a kiosk and had many problems with it. Barbara Griffin will contact Moni Sharma for further information.

Adjournment -

B. Totherow moved, seconded by B. Griffin to adjourn the meeting. So voted.

Meeting adjourned.

Respectfully submitted,

Jo Ann D'Avanza