

LIBRARY BOARD OF TRUSTEES

REGULAR MEETING

September 20, 2016

Rose Room

6:00 P.M.

Minutes

1. Meeting Call to Order at 6:00PM

Present: Pam Hubbard, Natalie Wensley, Steve Maimes, Amy Lemelin, and Brian Sylvester,
Director

2. Acceptance of the Minutes of the Special Meeting on August 30th, 2016 meeting (NW1, SM2)

3. Treasurer's Report

"Equipment Maintenance" went up \$3,354 for Millennium. \$1,354 came from "Staff Development" and \$2000 came from "Other Equipment." This will be permanent for next year. The staff will be holding a potluck instead of having their professional development day be catered. "Software Maintenance and Licensing" went up due to a licensing project \$6,000 was taken out of the "Children's" and "Non Fiction" budget and put into "Electronic Services"

Overall percentage year to date is off from this time last year due to when payroll falls in the calendar and reporting.

Brian is looking into streamlining the copier vendor

4. Communications from the Library Director

- a. The roof is going to be repaired in two parts: The slate roof and the chimney. The main entrance will be blocked off while repairs are being made.
One of the book drops will be replaced at some point,
The closet in the Storytime room is complete
Painting will resume this winter
- b. The Summer Reading Program was successful with some great prizes.
- c. Staff Development will take place on Friday, November 4th. Guest speakers from the Police Department and other local agencies will present.
- d. InstaFlix is live and gaining popularity. Hoopla, which is a movie, show, and music streaming site, will be up soon.
- e. The Friends of the Library meetings have moved to monthly instead of four times a year. They are fundraising for an end cap to display books.
The Friends have been more present in the community and holding book clubs
- f. There will be a Pokewalk on September 22nd at 4:30. The Library is sponsoring this with prizes.
There will be a Composting presentation put on by UNH Coop on September 28th
Travel writer Dan Szczesny will speak on October 5th
Movie nights are September 21st: Captain America Civil War and October 12th Finest Hour

5. Old Business

- a. Collective Bargaining update
An agreement has been made. Voting will take place on the 4th and Approval by the Council will be on the 5th.
- 6. New Business
 - a. Friends of the Library Money Handling Memorandum of Understanding
It came to Brian's attention that there was no procedure in place for funds collected on the Friends behalf by Library Staff. Brian drafted a Memorandum of Understanding
- 7. Non PublicSession Per 91-A: 3 II (a), (c), (d) and 91-A: 21 (b), (c)

The board went into non-public session at 6:45 PM (NW1, SM2) and out at 7:07 PM

- 8. Other
 - SM: Is the Library accepting donations?
 - BS: Donations are not being accepted due to space. Staff are bringing books to donations spots on their own time
 - NW: Was the flag displayed on Pride Day and where?
 - BS: Yes, out front
 - SM: What is the status of the flag pole?
 - BS: There has been no movement. Looking into getting lighting so the flag can be left out after sunset
 - AL: Various library events have been mentioned in the Times and e-mailed to subscribers BS: Liz has been covering more
 - BS: Asked AL to contact Liz regarding getting a stack of Radars for the Library
- 9. Adjourn
 - Next scheduled meeting will be October 18th at 6 PM
 - Adjourn: NW1, SM 2 at 7:15