

**Library Trustee Meeting
Dearborn Room, Lane Memorial Library
August 25, 2008**

Chairwoman Bridgit Valgenti called the meeting to order at 5:00 p.m. Director Amanda Reynolds Cooper, Vice Chair Bob Frese, Secretary Linda Sadlock, Treasurer Mary Lou Heran, Sara Casassa, Alternates Susan Hughes and Kris Sawyer were present. Prospective alternate Debra Perry was there too. Also in attendance were Mark Gearreald, town attorney and Mark Broth, Esquire from Devine, Millimet and Branch, P.A.

I. Mark Broth spoke about the current New Hampshire Retirement System, new legislation regarding retirement cash payout for unused vacation and sick time and an open ended contract to protect employers from paying a surcharge when an employee retires with a large cash payout. Following a discussion regarding our personnel policies, contract language, short deadlines and low risk, we decided not to take any action. Mark Gearreald will forward Mark Broth's recommendation for changes in our personnel policy for us to consider.

II. Cataloguer Position

With the resignation of our current cataloger, Amanda Reynolds Cooper presented information and material to support retaining this position. We compared the old and updated job descriptions with the library's collection development and long range plans in mind. After considering several options, Sara Casassa moved we hire a Technical Assistant/Cataloger using the 2006 job description. Bob Frese seconded her motion and it was approved by all. However, the current cataloger will be asked if she would be interested in continuing in the position as a part time employee. The board also recommended that the Head of Technical Services job description be restructured with more emphasis on public relation duties and less time on local history duties.

III. Summary of Decisions made

The cataloger position will be continued.

IV. Other

Bob Frese will explore the possibility of introducing Amanda Reynolds Cooper to the community at a Hampton Area Chamber of Commerce Business After Hours Event.

Bill Teschek will be consulted regarding Catherine Redden's health and ability to attend a party celebrating her retirement.

We will present our 2009 budget request to the Budget Committee on October 21, 2008.

We adjourned at 6:08 p.m. following a motion by Sara Casassa, which was seconded by Bob Frese. All were in favor.

Respectfully submitted,

Linda Sadlock, Secretary