

Library Trustee Meeting  
July 17, 2012  
Dearborn/Redden Room 6:30 p.m.

The meeting was called to order at 6:35 p.m. by Linda Sadlock (Chair). In attendance were Mary Lou Heran (Treasurer), Richard Laskey (Vice Chair), Mark Hughes (Trustee), and Library Director Amanda Reynolds Cooper. Diane Crow (Alternate Trustee standing in for Bob Lamothe) Linda left at 8:05 p.m.

Officer's Report

Secretary June 20, 2012 minutes, there was a typo correcting the donation amount from \$73 to \$734- Richard moved, Diane seconded. AIF

Chairperson

Treasurer On file

Reports

-Director

-Financials

-Adult Services

-Children's Services

-Reference Services

-Tech Services

On file

Old Business

-Personnel

Linda provided draft Director's evaluation. Any additional comments should be submitted. She will finalize for final review at August meeting.

-Finance

2013 Budget review

-18% will be added for expected water increases.

-The board discussed the idea of adding a part time custodian to the staff, however the board opted to continue with contractor cleaning and the proposed budget will be adjusted accordingly.

-Board would like a comparison of Town healthcare employer/employee percentage contributions

-Entered closed session per RSA 91-A 3 II (a) 7:40 p.m. on a motion by Mary Lou. Mark seconded. AIF

-Returned to public session at 8:26 p.m.

-Motion by Mary Lou to seal the minutes for non-public session for one year. Richard seconded. AIF.

-2013 Budget tentatively approved

-Building

Roof -Repair has begun

Elevator – NH elevator appears to be the best option and included a 1 year free service agreement.

Shelves - Amanda does not have the quotes yet.

Pine trees – To be scheduled with DPW (tree nearest the building to be taken down and the tree nearest the sidewalk will be pruned).

Handicap Parking Space Additions Approved by Board of Selectman. DPW will perform work, to be scheduled.

### New Business

#### -Personnel

Ben Muns has been hired as Children's Room Page

Librarian retirement gift - Motion for \$75 gift. Richard moved and Diane seconded. AIF

Motion for promotions to be effective August 1st by Mark. Richard seconded. AIF

#### -Finance

Motion to move the 6 month donation from Trustee account to Non-appropriated account for the time period from Jan to Jun 2012. Motion by Mary Lou. Richard seconded AIF

#### -Building

Vending Machine -Motion to install a healthy snack vending machine by Mary Lou.

Richard seconded AIF.

Other

#### -Other

Summer Reading Program - Need volunteers.

### Friends Report

#### Acceptance of Donations

Motion to accept a \$200 donation that was specifically targeted for staff use – Diane motion, Richard seconded AIF.

#### Summary of Decisions Made

i) 2013 Budget Approved

ii) Librarian retirement gift approved

iii) Promotions approved

iv) Move the 6 month donations from Jan – Jun 2012

v) Vending machine installation approved

vi) \$200 Donation accepted for staff

Next Meeting-August 22, 2012

Adjournment - Meeting ended at 8:41 Diane moved Mark seconded. AIF motion carried.

Respectfully submitted

Mark Hughes, Acting Secretary for absent Robert Lamothe