

**Library Memorial Library
Board of Trustees Meeting
June 19, 2019
Dearborn Redden Room
7:00 p.m.
Draft Minutes**

- A. Call to Order** the meeting was called to order at 7:01pm
- B. Attendance:** Amanda Reynolds Cooper, Chair Bob Lamothe, Trustees Liz Keroack, Deb Knowlton; Alternate Sheila Ewell voting for Jay Athuluri, and Alternat Theresa Evans voting for Chris Hendry
- C. Officer's Report**
- a) Secretary
 - i) A motion was made by Deb and seconded by Liz to approve the minutes of the May 15th meeting. Motion Passed, all in favor
 - b) Chairperson: Nothing to report
 - c) Treasurer: Reviewed monthly report and placed on file
- D. Reports**
- a) Director Amanda's report and monthly financials were received and discussed.
 - b) Monthly Spending Reviewed
 - c) Assistant Director Report Reviewed
 - d) Teen Services Reviewed
 - e) Public Services Reviewed
 - f) Children's Services Reviewed
 - g) Tech Services Reviewed
- E. Old Business**
- a) **Personnel – Staff compensation**
 - i) Non-public session per RSA 91-A:3, II. A motion was made by Liz and seconded by Deb to enter non-public session 7:20pm. All in favor. Motioned to close non-public session made by Deb and seconded by Liz at 7:28.
- F. New Business**
- a) **Personnel** – Ratify Summer hire, Hunter McKenzie. Motion made by Sheila and seconded by Deb to offer summertime position to Hunter at standard substitute rate for 8 weeks.
 - b) **Other** – Evening hours on August 2, 2019 for 'Dungeons and Dragons' event until 8pm. A motion was made by Liz and seconded by Sheila. All in favor
 - c) **Acceptance of donations of \$1,405.** Accepted by Sheila and seconded by Deb. All in favor
- G. Summary of Decisions Made**
- a) Accepted Minutes and approved.
 - b) Non-Public sessions
 - c) Hunter approved for summertime position
 - d) Approved evening hours for event August 2ng
 - e) Acceptance of donations.
- H. Next Meeting-** Wednesday July 17, 2019
- I. Adjournment** motion made by Liz and seconded by Sheila at 7:31pm

Nonpublic Session Minutes
Lane Memorial Library Trustees

Date: 6/19/2019

Names of Members Present:

Liz Kerack
Shiela Ewell
Theresa Evans
Bob Lamothe
Deb Knowlton

Motion to enter Nonpublic Session made by Liz seconded by Deb

Specific Statutory Reason cited as foundation for the nonpublic session:

- RSA 91-A:3, II (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*
- RSA 91-A:3, II(b) *The hiring of any person as a public employee.*
- RSA 91-A:3, II(c) *Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*
- RSA 91-A:3, II(d) *Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.*
- RSA 91-A:3, II(e) *Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against this board or any subdivision thereof, or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled*
- RSA 91-A:3, II(i) *Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*

Roll Call vote to enter nonpublic session:

<u>Liz</u>	<u>(Y)</u>	N
<u>Shiela</u>	<u>(Y)</u>	N
<u>Theresa</u>	<u>(Y)</u>	N
<u>Bob</u>	<u>(Y)</u>	N
<u>Deb</u>	<u>(Y)</u>	N
_____	<u>Y</u>	N
_____	<u>Y</u>	N

Remove public meeting tape (if applicable).

Entered nonpublic session at 7:20 a.m./p.m.

Other persons present during nonpublic session: Amarda Reynolds Cooper

Description of matters discussed, and final decisions made:

Jenn Beigel has worked as a cataloguer for three years. Based on numbers benchmarked against other NH libraries, her salary is below median significantly. Given this data, Amanda presented a proposal to increase hourly salary from 19.15 to 20.62, a 7.65% increase. Discussion had and all in agreement that this was reasonable.

Liz motioned that Jenn's salary be raised to 20.62 hourly, seconded by Sheila. All in favor

Note: Under RSA 91-A:3, III. Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of this board, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.

Motion made to seal these minutes? If so, motion made by Liz, seconded by Deb, because it is determined that divulgence of this information would:

- Affect adversely the reputation of any person other than a member of this board
- Render a proposed action ineffective
- Pertains to preparation or carrying out of actions regarding terrorism

Roll Call vote to enter nonpublic session:

Liz Keroack	<input checked="" type="checkbox"/>	N
Deb Knowlton	<input checked="" type="checkbox"/>	N
Bob Lanoue	<input checked="" type="checkbox"/>	N
Sheila Ewell	<input checked="" type="checkbox"/>	N
Theresa Evans	<input checked="" type="checkbox"/>	N
	<input type="checkbox"/>	N
	<input type="checkbox"/>	N

Motion: PASSED / DID NOT PASS (circle one)

Motion to leave nonpublic session and return to public session by Deb, seconded by Liz.

Motion: PASSED / DID NOT PASS (circle one)

Nonpublic meeting tape removed; public meeting tape replaced (if applicable).

Public session reconvened at 7:28 a.m./p.m.

These minutes recorded by: Theresa Evans