



Weare Public Library

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Board of Trustees

Paul Marsh, Chairman

Lee Marcroft, Treasurer

Robert Pareø, Secretary

Frank Oehlschlaeger, Alternate

Christine Hague, Director

--APROVED MINUTES --

Minutes

Board of Trustees Meeting

Thursday August 6, 2015

Present: Trustees Chairman Paul Marsh, Secretary Robert Pareø and Library Director Chris Hague.
The meeting was called to order at 6:30 pm as per RSA 91-A: 1-a.

Acceptance of Minutes:

The meeting minutes from July 9, 2015 were reviewed. Chairman Paul Marsh moved to accept meeting minutes as presented. Secretary Robert Pareø seconded the motion. All present were in favor. The meeting minutes were accepted as amended.

Public Session to accept funds:

A public hearing came to order at 6:35 pm, per RSA 202-A 4 c. The hearing was held to accept \$170.72 in funds from income generating equipment, donations and other income (see attached table), to be placed in the appropriate funds. Chairman Paul Marsh moved to accept the funds, Secretary Robert Pareø seconded the motion. All present were in favor. The public session ended at 6:36 pm.

Financial Report:

Director Chris Hague gave each trustee a copy of the finances for their review. Also noted was a penalty from the IRS of \$393.95. This was due to the fact that payroll deductions were not filed by the accountant in a timely manner. She has admitted to the mistake and was willing to compensate for the penalty. Director Chris Hague and trustees discussed ways to handle this and because the trustees present could not come to a conclusion on how to handle this. A further review of this will be discussed at the next meeting. Also procedures to be written clarifying the responsibilities of a trustees duties.

Director's Report:

The Director's Report for the month of July, 2015 was reviewed. Director Chris Hague presented data of the past month's operations, circulation activity, and staff development. Friends of the library annual book collection is underway. Second Wind Water Systems visited to do a routine check of the reverse osmosis water system and again the Ro system had to be shut down because of constant backwash. The lights ballasts is an ongoing problem having constantly be replaced. Still trying to find a qualified library space needs consultant which is ongoing. No scheduled meeting with the foundation.

Old Business:

1. CARPET INSTALLATION: THE installation of the carpet is most probable for next Friday. August 14th Director Chris Hague is scheduling the furniture move before the install.
2. CONSULTANTS: Director Chris Hague presented to the trustees a list of some consultants and their associated fees. No conclusion was reached and will be further discussed at next month's meeting.
3. CIRCULATION: Director Chris Hague presented to the Trustees a detailed list of comparisons from different month's number of items and their totals.

New Business:

1. CIP REQUESTS: Director Chris Hague discussed with the trustees about the specific needs such as a new generator and replace the old air conditioners. Also fix the front entrance walkway. The trustees received a copy of the capital project worksheet and submission form for review.
2. EQUIPMENT REQUEST: Director Chris Hague discussed with the trustees about a bubbler that was constantly leaking and needed to be replaced. Chairman Paul Marsh moved and Secretary Robert Pareo seconded, all trustees were in favor to accept replacing bubbler with funds to come from one of the trust funds. All voted in favor 2-0-0.

No further business to discuss, Chairman Paul Marsh moved and Secretary Robert Pareo seconded, all Trustees were in favor to adjourn the Trustees meeting. All voted in favor 2-0-0. Meeting adjourned at 8:30 p.m.

ATTACHMENT: HEARING TO ACCEPT FUNDS:

WEARE PUBIC LIBRARY

Hearing to Accept Funds

July 9, 2015

SOURCE	DESIGNATION	AMOUNT
Incoming generating equipment	books, supplies	\$93.10
Donations	books, supplies	\$47.63
Replace book	books	\$19.99
Replace card	books, supplies	\$10.00
Total:		\$170.72

Next meeting is first Thursday of September 3, 2015

Respectfully submitted,

Robert T. Pareo Secretary