



## *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

## **-- DRAFT MINUTES --**

### **Minutes**

### **Board of Trustees Meeting**

**Thursday September 3, 2015**

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**Present:** Trustees Chairman Paul Marsh, Treasurer Lee Marcroft, Secretary Robert Pareø and Library Director Chris Hague, Children's Librarian Karen Metcalf.

The meeting was called to order at 6:30 pm as per RSA 91-A: 1-a.

### **Acceptance of Minutes:**

The meeting minutes from August 6, 2015 were reviewed. Chairman Paul Marsh moved to accept meeting minutes as presented. Treasurer Lee Marcroft 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 6:32 pm, per RSA 202-A 4 c. The hearing was held to accept \$137.84 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 6:33pm.

### **Director's Report:**

The Director's Report for the month of August, 2015 was reviewed. Director Chris Hague presented data of the past month's operations, circulation activity, and staff development. Director Chris Hague handed out a financial report to the trustees for their review and signatures. The report was signed by all trustees present. The Friends of the Library had a book sale that earned \$2,200.00 and an additional gift of \$500.00. A new water bubbler is coming. Claude Tremblay will purchase and install. The carpet installation has been completed.

Chairman Paul Marsh moved to accept the Director's report for August, 2015. Secretary Robert Pareø seconded. All present were in favor.

### **Old Business:**

1. Building hardware purchases: The discussion was about the need for the front walkway entrance to the library needs to be repaired. Director Chris Hague discussed a need for having the walkway resurfaced. A discussion about the age of the generator and should it possibly be replaced before there can be no further repairs. This was tabled for further discussion. Also the replacement of the existing air condition system because of the systems age.
2. Treasurer/Bookkeeper roles: Director Chris Hague presented to the Trustees a detailed list explaining the roles and how to proceed so as no conflicts arise.
3. Consultants and Library plans: Director Chris Hague presented to the Trustees a detailed list of the volume of work produced by the library staff. The need for more space was also addressed. The Trustees voted on hiring a consultant to start the process for future needs. A number of names was presented to the Trustees. After a discussion Chairman Paul Marsh moved on Hiring Tom Ladd, Secretary Robert Pare seconded the motion all Trustees were in favor. Passed 3-0-0

### **New Business:**

1. Director Chris Hague handed out to each Trustee a preliminary budget consideration for the coming year's budget and the adjustments deemed necessary to comply with future needs of each line item. A discussion followed and adjustments were made as agreed upon by the Trustees.
2. One of the Library staff Karen Metcalf Children's Librarian was present at the meeting and made a presentation to the Trustees for her proposed Fall 2015 schedule. The proposal was very detailed listing the times for each program and the duration for each. Special events was also discussed. This was a very aggressive proposal and shows the need for possible extra staffing so as no conflicts will arise with other Library staffs duties to the public.  
Very well done presentation and the Trustees thanked her.

No further business to discuss, Chairman Paul Marsh moved and Secretary Robert Pare seconded, all Trustees were in favor to adjourn the Trustees meeting. All voted in favor 3-0-0. Meeting adjourned at 8:47p.m.

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ATTACHMENT: HEARING TO ACCEPT FUNDS:

WEARE PUBIC LIBRARY  
Hearing to Accept Funds  
April 2, 2015

SOURCE	DESIGNATION	AMOUNT
Incoming generating equipment	books, supplies	\$102.99
Donations	books, supplies	\$31.85
Replace card	books, supplies	\$3.00

Total: \$137.84

Next meeting is first Thursday of October 1, 2015

Respectfully submitted,  
Robert T. Pare Secretary

