



Weare Public Library

10 Paige Memorial Lane

P. O. Box 227

Weare, NH 03281

Phone: (603) 529-2044

Fax: (603) 529-7341

E-mail: wearepl@comcast.net

Board of Trustees

Paul Marsh, Chairman

Lee Marcroft, Treasurer

Robert Pareø, Secretary

Frank Oehlschlaeger, Alternate

Christine Hague, Director

-- APPROVED MINUTES --

Minutes

Board of Trustees Meeting

Thursday October 8, 2015

.

Present: Trustees Chairman Paul Marsh, Treasurer Lee Marcroft, Secretary Robert Pareø and Library Director Chris Hague, Brenda Cannon observer future alternate.

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

Acceptance of Minutes:

The meeting minutes from September 3, 2015 were reviewed. Treasure Lee Marcroft moved to accept meeting minutes as presented. Chairman Paul Marsh 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 6:33 pm, per RSA 202-A 4 c. The hearing was held to accept \$352.81 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 6:36pm.

Director's Report:

The Directorø Report for the month of September, 2015 was reviewed. Director Chris Hague presented data of the past monthø operations, circulation activity, and staff development. The Friends of the library August book sale bought in \$2700.00. They also added materials for childrenø programs. The carpet installation developed some problems with outgassing of fumes which caused Library personnel to seek medical attention. Terry Cutter, of Cutter Flooring removed the carpet and installed Armstrong plank flooring. He is now looking into the problem with the manufacture of the carpet.

Chairman Paul Marsh moved to accept the Directorø report for September, 2015. Secretary Robert Pareø seconded. All present were in favor.

Old Business:

1. 2016 Budget Worksheet: Library Director Chris Hague handed out a list showing a breakdown of line items and the default for each one verses the proposed budget. The actual for each line item as of September 2015. A discussion was held with the trustees going over each line item and where an adjustment could be made. The budget will be given to the Selectmen by November 30, 2015.
2. IRS FEE: A late fee to the IRS was paid by the Library for a bookkeeper oversight. The Trustees held a discussion as to what extent the accountant would be held liable for. After a brief discussion an agreement was made for \$195.07 half the fee liable to the accountant. To be paid in a period over three months time. Secretary Bob Pareø motioned, Chairman Paul Marsh seconded the motion. All Trustees were in favor. Passed 3-0-0.
3. Flooring: Director Chris Hague presented to the Trustees details about the issues with the carpet replacement installation. Terry Cutter of Cutter Flooring is working the issue with the manufacture of the carpet. The carpet was pulled and Armstrong plank vinyl was installed. The job is 95% complete.

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. NHES Audit: Director Chris Hague handed out to each Trustee a copy of Post Audit Discussion conducted by Field Agent Wayne Yamamoto representing the State of New Hampshire Employment Security.
3. The deliberative session for February 6, 2016 was discussed. The Jones Memorial fund cd with TD Bank was renewed. The total of the CD was \$1,157.77.
4. Introduced and present at the meeting was Brenda Cannon who would like to be an alternate. This was voted by the Trustees. Chairman Paul Marsh motioned, Treasure Lee Marcoft seconded the motion. All Trustees were in favor. Passed 3-0-0. Her nomination will be presented at the next selectmen's meeting.

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

.ATTACHMENT: HEARING TO ACCEPT FUNDS:

WEARE PUBIC LIBRARY

Hearing to Accept Funds

October 8, 2015

SOURCE	DESIGNATION	AMOUNT
Incoming generating equipment	books, supplies	\$97.84
Donations	books, supplies	\$122.00
Replace card	books, supplies	\$2.00
Book reimbursement	books, supplies	\$130.97
Total:		\$352.81

Next meeting is first Thursday of November 5, 2015
Respectfully submitted,
Robert T. Pareø, Secretary