



Weare Public Library

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Board of Trustees

Robert Pare', Chairman

Lee Marcroft, Treasurer

Brenda Cannon, Secretary

Frank Oehlschlaeger, Alternate

Mark Carey, Alternate

Michael Sullivan, Director

-- APPROVED MINUTES --

Minutes

Board of Trustees Meeting

Thursday September 1, 2016

Present: Trustees: Secretary Brenda Cannon, Chairman Robert Pareø Frank Oehlschlaeger Alternate and Michael Sullivan, Director. The meeting was called to order at 1:00pm as per RSA 91-A: 1-a.

Acceptance of Minutes:

The meeting minutes from August 4, 2016 were reviewed. Alternate Frank Oehlschlaeger moved to accept meeting minutes as presented. Chairman Robert Pareø seconded the motion. All present were in favor. The meeting minutes were accepted.

Public Session to accept funds:

A public hearing came to order at 1:02pm, per RSA 202-A 4 c. The new director was not able to complete in the time since his hire. This should begin next month once the new director is able to finish his review of records. The public session ended at 1:04pm.

Director's Report:

The Directorø Report for the month of August 2016 was reviewed. Director Michael Sullivan presented data of the past monthø operations, circulation activity, and staff development. The director would like to see more interest generated for the library and will be implementing programs, ideas to generate interest in the library. Chairman Robert Pareø moved to accept the Directorø report for August 2016. Frank Oehlschlaeger seconded. All present were in favor.

Old Business:

1. Furnace Maintenance; The Chairman Robert Pareø has contacted additional vendors as per the Selectmen request. Choosing the vendor to perform the work was addressed with the Selectmen who then had further requirements. The Trustees felt this work was too important to keep placing on hold and have decided to use the money from the Buxton Trust to complete. Monies spent are not to exceed \$15k. All present were in favor.

2. Library upkeep ó Work in the front entry way has been completed.

New Business:

1. Backup generator update: the Trustees will ask the Selectman to fund the purchase of a new generator for the library.

A. Air conditioning improvement: pending

2. The director presented the McNaughton Plan (book rental program) to the Trustees. After discussion it was decided to fund for a period of two years. Money from the Buxton Trust will be used to pay for the two year plan. All present were in favor.

3. The Capital Improvement Meeting (CIP) was held on August 24, 2016 at 10AM and was attended by Chairman Robert Pareø and Director Michael Sullivan. The goal was to discuss projects that need repair such as the library walkway and storm drains. These projects do not meet the definition of CIPø and will be addressed with the town road agent. Resolution is currently pending.

4. Trustee meeting time change ó After discussion the Trustees have decided to change the time of their meeting to 1PM. All present were in favor.

5. Monies ó A discussion ensued as to the status of trust funds held by the Trustees. These funds should be invested. It was also noted that the Trustees should create a CIP fund to handle emergencies that come along throughout the year. The CIP fund would also be used to hold donations for a new building. Both of the items are currently pending.

6. The Director informed the Trustees that the Reference Computer Registration Card Forms that are signed by patrons using library computers does not meet privacy requirements and will be changed to an anonymous log. This change will require a change in the use policy which will be updated to reflect the new policy.

No further business to discuss, Chairman Robert Pareø and Frank Oehlschlaeger Alternate seconded, all trustees and alternates present were in favor to adjourn the meeting. All voted in favor 3-0-0. Meeting adjourned at 2:22pm.

Next meeting is Thursday October 6, 2016

Respectfully submitted,

Brenda Cannon, Secretary