



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 October 6, 2016

Present: Trustees: Secretary Brenda Cannon, Chairman Robert Pare', Treasurer Lee Marcroft, Alternate Mark Carey and Michael Sullivan, Director. The meeting was called to order at 1:01pm as per RSA 91-A: 1-a.

Acceptance of Minutes:

The meeting minutes from September 1, 2016 were reviewed. Secretary Brenda Cannon moved to accept meeting minutes as presented. Treasurer Lee Marcroft 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 1:03pm, per RSA 202-A 4 c. The hearing was held to accept funds from income generating equipment, donations and other income to be placed in the appropriate funds. The library director provided this information in the October 2016 Report to Trustees. Chairman Robert Pare' moved to accept the funds; Treasurer Lee Marcroft seconded the motion. All present were in favor. The public session ended at 1:05pm.

Director's Report:

The Director's Report for the month of September 2016 was reviewed. Director Michael Sullivan provided data on the past month's operations, circulation activity, and staff development. Chairman Robert Pare' moved to accept the Director's report for September 2016. Secretary Brenda Cannon seconded. All present were in favor.

Old Business:

1. Buxton gift of Funds were formally accepted by all members present per RSA 202-A: 4-c III. Monies from this gift will be expended as follows:

A. Furnace Maintenance of work orders for installing a new furnace were reviewed, a vendor was selected following review of submitted bids and will begin work to install the new furnace.

B. Purchase generator of currently awaiting quotes from vendors

C. Repair front walk - Pending based on any monies unspent, vendors will be contacted to provide estimates for getting the work done.

2. The Reference Computer Registration Card Forms have been discontinued. In the interest of going green, records will only be maintained in a computer database for 7 years, paper records will no longer be kept.

3. Air conditioning improvement: remains pending

New Business:

1. Budget for 2017 ó The proposed library budget for 2017 was reviewed with the Trustees. The Trustees looked at changes that might occur January 2017 with the implementation of this budget, the major changes include:

- A. Pay role ó proposal is to have this function done by the town
- B. Non-pay role budget ó this function will be assumed by the Director
- C. Book keeper service ó would be eliminated with the proposed new budget

No further business to discuss, Chairman Robert Pareø and Treasurer Lee Marcroft seconded, all trustees and alternates present were in favor to adjourn the meeting. All voted in favor 3-0-0. Meeting adjourned at 2:07pm.

Next meeting is Thursday November 3, 2016

Respectfully submitted,

Brenda Cannon, Secretary