



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 November 3, 2016

Present: Trustees: Secretary Brenda Cannon, Chairman Robert Pareø, Treasurer Lee Marcroft, Alternate Frank Oehlschlaeger and Michael Sullivan, Director. The meeting was called to order at 12:02pm as per RSA 91-A: 1-a.

Acceptance of Minutes:

The meeting minutes from October 6, 2016 were reviewed. Chairman Robert Pareø moved to accept meeting minutes as presented. Alternate Frank Oehlschlaeger 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 12:03pm, 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 November 2016 Report to Trustees. Chairman Robert Pareø moved to accept the funds; Secretary Brenda Cannon seconded the motion. All present were in favor. The public session ended at 12:08pm.

Director's Report:

The Directorø Report for the month of October 2016 was reviewed. Director Michael Sullivan provided data on the past monthø operations, circulation activity, and staff development. Chairman Robert Pareø moved to accept the Directorø report for October 2016. Alternate Frank Oehlschlaeger seconded. All present were in favor.

Old Business:

1. Update on maintenance items

A. Furnace Maintenance ø work is scheduled to begin at the end of November 2016

B. Purchase generator ø vendor has been hired and will begin work in the fall

C. Repair front walk ø This item remains pending, vendors have not responded to enquiries by the library director. The Trustee Chairman will attempt to find a vendor to access the issue and perform the correct work.

D. Air conditioning improvement: remains pending

2. Budget items ø This was presented to the Selectman by the Library Director at the October 24, 2016 meeting. Starting January 2017 the following changes will be implemented; pay role will be handled by

the town and the book keeper service will be eliminated. The non-pay role budget will be handled by the Library Director.

New Business:

1. Policy for issuing library cards ó The current policy for issuing library cards was reviewed. Currently schools are bringing classes to the library every 2 weeks; some of these younger patrons have library cards while others do not. The updated policy will allow those patrons without cards to be issued a card to check out library items. The Trustees felt that possible book/material losses were acceptable in hopes that the consumer base and interest is expanded for the library. All present were in favor.

2. Floating holidays ó The current staff had a discussion with the Director regarding floating holidays. The Director brought the staffs concerns to the Trustees during the meeting. The Trustees after hearing the concerns have come to the following decision. All present were in favor of items listed below.

A. Finish this year, 2016, under current policy

B. Beginning January 2017 library staff will adhere to the same policy as all Town of Weare employees.

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 1:18pm.

Next meeting is Thursday December 1, 2016

Respectfully submitted,

Brenda Cannon, Secretary