



**Weare Public Library**  
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*Board of Trustees*

Brenda Cannon, Chairwoman  
Lee Marcroft, Treasurer  
Mark Carey, Secretary  
Heleen Kurk, Alternate  
Diann Couture-Smith, Alternate  
Michael Sullivan, Director

## -- Approved Minutes --

### **Minutes**

### **Board of Trustees Meeting**

**Thursday August 08, 2019**

**Present:** Trustees: Chairwoman Brenda Cannon, Secretary Mark Carey, Alternate Heleen Kurk, alternate Diann Couture-Smith, and Director Michael Sullivan. The meeting was called to order at 1:03 pm as per RSA 91-A: 1-a.

Chairwoman Brenda Canon designated Alternate Diann Couture-Smith as a voting member for this meeting due to the absence of Treasurer Lee Marcroft.

### **Acceptance of Minutes:**

The meeting minutes from July 11, 2019 were reviewed. Minor typographical errors were noted and corrected. Chairwoman Brenda Cannon moved to accept the meeting minutes. Alternate Heleen Kurk 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 1:04 pm, per RSA 202-A 4c. 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 Aug 2019 Report to Trustees. Chairwoman Brenda Cannon moved to accept the funds. Alternate Diann Couture-Smith seconded the motion. All present were in favor. The public session ended at 1:07 PM.

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

The Director's Report for the month of June 2019 was reviewed. Director Michael Sullivan presented data of the past month's operations, circulation activity and staff development. Director Michael Sullivan also discussed midyear financials. It was noted that the numbers for the month were affected by the unexpected closure of the Library for two days due to the failure of the well pump. It was also noted that the pump has been replaced and the system is functioning normally. Director Michael Sullivan discussed changes at the NH State Library that will affect the e-book program. Trustee Brenda Cannon moved at 1:23 pm to accept the Director's report for June 2019. Trustee Diann Couture-Smith seconded the motion. All present were in favor.

### **Old Business**

1. Upcoming, Weare Highway department projects still in the queue:
  - a. Hole in parking lot still waiting for pavement, noted that the area around the repair is beginning to degrade.
  - b. Drainage along path to Sawyer Room.
  - c. Paint crosswalk to Middle School (not critical until school reopens in the fall).
2. Chairwoman Brenda Cannon addressed the July meeting of the Weare Board of Selectmen.

### **New Business:**

1. AARP Safe Driver Course to be held in the Sawyer Room in September and AARP is considering making it a regular program in the Library.
2. The 2020 Census may hold an informational meeting in the Sawyer Room.
3. One section of kick-trim is separating from the base of the cabinets in the Sawyer Room.
4. It is time for the Board of Trustees to conduct the annual performance appraisal of the Library Director. Chairwoman Brenda Cannon will forward the forms to the trustees.
5. The Board discussed the Town of Weare Capital Improvements Project as it pertains to the Weare Public Library.
6. Secretary Mark Carey will address the August 26<sup>th</sup> meeting of the Weare Board of Selectmen.

No further business to discuss, Chairwoman Brenda Cannon made a motion to adjourn; Trustee Mark Carey seconded the motion to adjourn. All voted in favor. Meeting adjourned at 1:55 pm.

Next meeting is Thursday September 5, 2019

Respectfully submitted,  
Mark Carey, Secretary