



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

Brenda Cannon, Chairwoman  
Josh Hilliard, Treasurer  
Mark Carey, Secretary  
Heleen Kurk, Alternate  
Diann Couture-Smith, Alternate  
Thelma Tracy, Director

## **-- Draft Minutes --**

### **Minutes**

### **Board of Trustees Meeting**

**Thursday January 9, 2020**

**Present:** Trustees: Chairwoman Brenda Cannon, Secretary Mark Carey, Alternates: Heleen Kurk, Diann Couture-Smith, and Josh Hilliard. Acting Director Thelma Tracy. Also in attendance were: Connie Evans and Bev Cotton.

The meeting was called to order at 7:03 pm as per RSA 91-A: 1-a.

### **Acceptance of Minutes:**

The meeting minutes from December 5, 2019 were reviewed. There were minor typographical errors noted and changes made. The minutes from the special meeting on December 18, 2019 were also reviewed. Chairwoman Brenda Cannon moved to accept the minutes for both meetings. Alternate Diann Couture-Smith seconded the motion. All present were in favor. The meeting minutes were accepted.

### **Public Session:**

A public hearing came to order at 7:05 pm, per RSA 202-A 4c. During the public session Connie Evans and Bev Cotton, representing Weare Democrats, proposed to the board the donation of money to plant a tree and place a bench and a plaque as a memorial to the late Michael Sullivan. Connie Evans and Bev Cotton also expressed their desire to publish a special edition of Weare-in-the-World devoted entirely to Mike's memory, and to assist in continuing the paper in the future. Connie Evans and Bev Cotton assured the Board that the labor and money for the memorial would be provided by the Weare Democrats.

Chairwoman Brenda Cannon moved to accept the proposal. Alternate Diann Couture-Smith seconded the motion. All present were in favor. The public session ended at 7:30 pm.

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

The Director's Report for the month of December 2019 was reviewed. Acting Director Thelma Tracy presented data of the past month's operations as well as end of the year numbers and circulation activity. Staffing at the library is still critical due to Mike Sullivan's passing. Circulation numbers, generally low in December, were even lower this year due to the amount of time the Library was closed. Administrative issues related to Mike's passing were discussed. All current programs are continuing but there are no new programs anticipated in the immediate future. The Library will be hosting a presentation on the National Park System, as well as Census employment, AARP tax help day and our Community Coffee on February 6. Acting director Tracy Will continue to pursue the sharing of library privileges with The Tucker Free Library in Henniker. How to deal administratively with donations coming in in memory of Mike Sullivan was discussed.

Rather than establishing an account dedicated to this purpose it was decided to deposit the money in the FAX/Book account and keep it separate through ledger notation. Chairwoman Brenda Cannon moved to accept the Directors Report for November 2019. alternate Josh Hilliard seconded the motion. All present were in favor.

### **Old Business**

1. Adjustments were made to the budget proposal for fiscal year 2020 as well as language changes for the warrant article.
2. The Board is still working with the Friends of the Library on the Jack Davis memorial Little Free Library.

### **New Business:**

1. The language for the employment opportunity ad that will be placed for a new director was discussed. Some of the topics discussed were:
  1. The fact that Mike was salaried yet he worked considerable extra hours for which she was not compensated. Sometimes as much as 60 to 80 hours a week.
  2. Aside from the director vacancy, the library is down from its historical staffing levels.
2. Library trustee and treasurer Lee Marcroft has stepped down from his position as treasurer and submitted his resignation from the library board to the town board of selectmen as of January 6, 2020
3. Secretary Mark Carey made a motion that alternate Josh Hilliard be appointed as a trustee to replace Lee Marcroft as treasurer and to serve out the remainder of Lee's term (approximately 15 months). Chairwoman Brenda Cannon seconded the motion. All present were in favor.

No further business to discuss, Chairwoman Brenda Cannon made a motion to adjourn; alternate Helene Kurk seconded the motion. All present were in favor. Meeting adjourned at 8:20 pm.

Next meeting is Thursday February 6, 2020 at 7:00 pm

Respectfully submitted,  
Mark Carey, Secretary