



**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  
Clay Kriese, Director

## **-- Approved Minutes --**

### **Minutes**

#### **Board of Trustees Meeting**

**Thursday Dec 3, 2020**

**Conducted via Go To Meeting**

**Present:** Trustees: Chairwoman Brenda Cannon, Treasurer Josh Hilliard, Secretary Mark Carey, Director Clay Kriese, Alternates: Diann Couture-Smith and Heleen Kurk.

The meeting was called to order at 7:00 pm as per RSA 91-A: 1-a.

### **Public Comments:**

There were no public comments. The board progressed directly to public session.

### **Acceptance of Minutes:**

The meeting minutes from November 5, 2020 were reviewed. No corrections were noted and Chairwoman Brenda Cannon moved to accept the minutes for the November meeting. Alternate Diann Couture-Smith seconded the motion. All present were in favor. The meeting minutes were accepted.

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

Director Kriese thanked the library staff for their dedication and their enthusiasm. Director Kriese then presented the Director's Report for the month of November 2020.

- The selectmen approved library's budget for 2021.
- Is enough money left in the current budget to cover two of the HVAC units.
- Director Kriese thanked Benjamin Knapp director, town Department of Public Works, and his crew for the excellent job they did removing the old/dangerous bookshelves in the Paige room.
  - There was no carpeting underneath the old shelves so Director Kriese had Eaton's Furniture and Flooring come in for an estimate which he approved and arranged the installation.
- Director Kriese made a few suggestions for alterations in the Policy Manual regarding, among other things how to factor sick-time and vacation-time. Also, the inclement weather procedures have been clarified.
- COVID-19 policy:
  - Public library's around the state of New Hampshire have varying policies about dealing with the COVID-19 pandemic.

- After conducting a local contest, the citizens of Weare chose a name for the mounted owl that lives behind the circulation desk. The winning name was Merlin, which was suggested by Rachel Burbee. She accepted her prize, and then kindly donated it back to the library for the purchase of a young adult book.

Chairwoman Brenda Cannon moved to accept/approve the director's report. Alternate Diann Couture-Smith seconded the motion. All present were in favor and the motion passed.

**Old Business:**

- The board of selectmen approved our budget
  - As mentioned in the directors report surplus from the 2020 budget should be used to replace antiquated HVAC units.
  - Surplus funds from the budget have also been encumbered to pay for new laptop computers and to pay for the painting of the office area and the Paige Room.

**New Business:**

There was no new business discussed.

No further business to discuss, Chairwoman Brenda Cannon made a motion to adjourn; alternate Diann Couture-Smith seconded the motion. All present were in favor. Meeting adjourned at 8:00 pm.

Next meeting is Thursday January 7, 2020 at 7:00 pm

Respectfully submitted,

Mark Carey, Recording Secretary