



Weare Public Library

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Board of Trustees

Raymond J. Kelly, Chairman

Susan Morin, Treasurer

Jill Tacy, Secretary

Paul Marsh, Alternate

Terri Wahnowsky, Alternate

Christine Hague, Director

Minutes

Board of Trustees Meeting

Thursday July 7, 2011

Present: Susan Morin, Jill Tacy, Ray Kelly, Trustees; Paul Marsh, Alternate Trustee; Christine Hague, Director.

The meeting was called to order at 6:30 pm.

Public Hearing:

A public hearing came to order at 6:35 pm. to accept \$372.99 in funds from donations, income generating equipment, and other (see attached table.) Chairman Kelly made a motion to accept the funds, Treasurer Morin seconded the motion. All present were in favor. The public session ended at 6:37 pm.

Acceptance of Minutes:

The meeting minutes from June 2, 2011 were reviewed. Treasurer Morin moved to accept the minutes. Chairman Kelly seconded. All present were in favor. The meeting minutes for June 2, 2011 were accepted.

Reports:

Director's Report

The Director's report was reviewed and accepted. Highlights from this month's director's report follow. Maintenance work was done after staff reported that the server could not be started. Director Hague discovered that several electrical outlets had no power. Paul Bessey was called in to fix the problem. The ground in the box had to be cleaned and the wiring redone. In the process he discovered that the library was not grounded. This was also repaired.

The Ruff Readers programs wrapped up on June 15 with a dog-a-thon celebration. Six dogs and their trainers came to the Sawyer Room for the children's reading time. Thank you bags for the trainers were presented and bones were given to the dogs. Karen Metcalf has continued to work on and launch the library's summer program for children. On June 29, the town hall was literally filled when 180 people showed up for "Reptiles on the Move."

Director Hague reported that due to cuts at the N.H. State Library, van delivery service to some libraries has been reduced. As a result of these cuts there may be fewer pickups and deliveries at libraries that have a high volume of loans. The end result is that requests will take longer to fill.

Old Business:

Foundation Plans

A meeting with Terri Knowles was held on June 13th at the library to discuss setting up a foundation. Information and highlights from this meeting were discussed. Director Hague shared several examples of bylaws from other library foundations. To begin a foundation, the articles of agreement application needs to be completed and turned in. For this application we need the name, location, purpose, board

member's names, declaration of nonprofit, Directives for dissolution of the library foundation. To start this process we will need to have the incorporators/board of directors set up. Before the next meeting, Trustees will submit their suggestions of possible Board members to Director Hague. The Board of Directors for the library foundation would oversee the finances.

Quarterly Financial Report

Director Hague and the Trustees reviewed the quarterly financial statement.

New Business

Program Policy

Two policy questions were brought up this past month. The question is can the library charge a fee for materials during a library program that is held in the Sawyer Room? The other question came up from the Reptile show after due to large number of attendees. How will the number of people attending library sponsored programs be monitored?

Director Hague shared an example of a policy from another library that addresses the materials fee question as well as who accesses or attends the program. The Trustees discussed having tickets for programs. The tickets would be available at the library prior to the program and will be honored up until 10 minutes before the show starts at which time seating to capacity would be open to the public. A conduct clause would also be added. Director Hague will type up the policy for review at next month's meeting.

Old Business

Alternate

Director Hague reported that June Purington has expressed interest in becoming an alternate on the Library Board of Trustees. Chair Kelly moved to nominate June Purington as an Alternate. Treasurer Morin Seconded and all present were in favor. June will not be available for some meetings during the summer. The Trustees would like to seek an additional alternate for the Board of Trustees as well.

Terri Wahnowski

Director Hague and the Trustees would like to send a thank you to Terri Wahnowski. Terri's years of service and assistance to the library as member of the Library Board of Trustees is greatly appreciated. Jill will send a thank you card to Terri.

Book Keeper Guidelines

The Trustees had some questions about the bookkeeping process and timely completion of the duties.

Simond's Estate

After the meeting on library foundations presented by Terri Knowles, the Trustees have learned that the funds from the estate would not be eligible to be added to the library foundation. We anticipate the possibility that the money may be coming this year.

Use of the Library Lawn for Old Home Day

The Trustees agree that the library lawn can be used during Old Home Day.

Treasurer Morin made a motion to adjourn and Secretary Tacy seconded. All present were in favor. Meeting adjourned at 8:42 pm.

Next Meeting

Thursday, August 4, 2011 at 6:30 pm.

Respectfully submitted,

Jill Tacy, Secretary

/attachment

**Weare Public Library
Hearing to Accept Public Funds
June 2011**

Source	Purpose	Amount	
Card replacement	Books, supplies	\$4.00	
Book reimbursement	Books, supplies	\$56.61	
Nonresident cards	Books, supplies	\$60.	
Refund (audio order)	Books, supplies	6.55	
Pelletier Realty	Russia program	\$50.	
Linda Amsden, DDS	Russia program	\$75	
General donations	Books, supplies	\$49.43	
Income generating equip.	Books, supplies	\$71.	
		\$372.99	