



Weare Public Library

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Board of Trustees

Raymond J. Kelly, Chairman

Susan Morin, Treasurer

Paul Marsh, Secretary

Lee Marcroft, Alternate

June Purington, Alternate

Christine Hague, Director

MINUTES September 5, 2013

Minutes

Board of Trustees Meeting

Thursday, September 5, 2013

Present: Trustees Chairman Raymond Kelly, Trustees Susan Morin and Paul Marsh, Trustee Alternate Lee Marcroft, Library Director Christine Hague.

The meeting was called to order at 6:31 pm as per RSA 91-A:1-a.

Acceptance of Minutes:

The meeting minutes from August 1, 2013 were reviewed. The minutes were corrected by moving a section heading to correct location. No other changes were noted; and Minutes were approved. All present were in favor.

Public Session to accept funds:

A public hearing came to order at 6:45 pm, per RSA 202-A 4 c. The hearing was held to accept \$717.18 in funds from income generating equipment, donations and other income (see attached table), to be placed in the appropriate funds. All present voted in favor of accepting the report. The public hearing ended at 6:51 pm. A copy of the report is attached.

Director's Report:

1. The Director's Report for the month of August was reviewed. Broken windows in the Sawyer Room were repaired, others were painted. The repair person offered a proposal to replace others needing attention. Trustees will consider at a later meeting. The outside library sign was repaired due to internal water damage.

2. Director Hague described the present state of computer equipment, noting that upgrades, replacement programming upgrades should be considered by the Trustees in the near future.

3. Director Hague noted completion of stage 1 of the Dorothy O'Neill Memorial Garden, and further work was anticipated when time and materials are ready.

All Trustees accepted the report.

Old Business:

1. Technology Policy: The Library now has 2 portable readers for patron training and use. The Library needs a policy regarding patron checkout, requirements for borrowing, operations, training, etc. Director Hague and the Library staff will assemble a form suitable for Weare Library, containing appropriate language from nearby libraries, following their experience with similar devices.
2. Communication was received from Primex (the Town's consulting advisors) regarding our personnel disciplinary policy. The contents were considered and will be adapted for inclusion in Weare Library's Personnel Policy.

New Business:

1. The town Capital Improvement Program Subcommittee is requesting submittals from all Town departments and agencies for projects that will be sought over the next few years, and the Library Trustees are to prepare any requests for presentation at a forthcoming CIP meeting. Trustees are discussing potential capital projects for submittal.
2. Director Hague will contact Diane Padilla regarding Alternate Trustee status.

No further business appearing, Trustee Chair Kelly moved, and Trustee Marsh seconded, to adjourn the Trustees Meeting. All voted in favor. Meeting adjourned at 9:50 pm.

Next Regular Meeting; October 3rd, 2013, 6:30 pm

Respectfully submitted,
Paul Marsh, Secretary

Attachment: Hearing to Accept Funds:

Weare Public Library Hearing to Accept Funds September 5, 2013		
Income generating equipment	Books, supplies	\$105.00
Book/media replacement	Books, Supplies	\$16.95
Replace card	Books, Supplies	\$8.00
Kendra Kurk Anderson	Books	\$500.00
Donations	Books, Supplies	\$87.23
Total:		<u>\$717.18</u>