



## *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**

**November 10, 2011**

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

The meeting was called to order at 6:34 pm as per RSA 91-A:1-a.

### **Public participation:**

Follow up on employee allergy and air quality concerns. Information and documentation from an allergist was shared.

### **Public Hearing:**

A public hearing came to order at 6:42 pm. to accept \$171.27 in funds from income generating equipment, and book donations (see attached table). Treasurer Morin moved to accept the funds from the public donations, Chairman Kelly seconded the motion. All present were in favor. The public session ended at 6:45 pm

### **Acceptance of Minutes:**

The meeting minutes from October 6, 2011 were reviewed. Treasurer Morin moved to accept meeting minutes as amended. The amendment will include the information concerning the amount of the e-rate grant that was accepted during the October public hearing. Chairman Kelly seconded. All present were in favor. The meeting minutes for October 6, 2011 were accepted.

### **Reports:**

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

Highlights from the directors report are below:

- ⤴ The 2011 READS Award of Excellence for outstanding service, was presented to Thelma Tracy.
- ⤴ The Ruff Readers program doing very well. All slots are full. Currently, nine children read to trained therapy dogs on Wednesdays.
- ⤴ Public computer usage is still in high demand. An additional laptop was added for public use. The new library software has been ordered. The staff currently have a mock version of this software to experiment on. So far feedback has been very positive.
- ⤴ Due to limited space in the library collection weeding is continuing. When new items are added, old items are taken out to help cope with the space limitations. Nine new audio books were added to the library this month. In addition Kindle has launched software that is compatible with NH Downloadable books. Now Kindle users can now download books from NH Downloadable Books.
- ⤴ Additional maintenance was done on the library this month including asbestos testing on the roof as well as several other projects.

Chairman Kelly moved to accept the Director's report for October 2011. Secretary Tacy seconded. All present were in favor.

**Old Business:**

**Budget and Finance Update:**

Director Hague shared an updated version of the budget for 2012. This update was adjusted to reflect the most current insurance fees and highlights the lines that are contractual agreements. Director Hague, Paul Marsh and Jill Tacy attended the Board of Selectmen's meeting on Monday, November 7<sup>th</sup> to share the library's proposed budget for 2012 with the selectmen.

**Personnel:**

The Trustees have determined that the library will close an hour early the day before Thanksgiving.

**Maintenance:**

The library currently has a new fire alarm box and an old box that is 20 years old. This old box should be replaced. The Trustees suggested that whoever the alarm service is through should be the company to replace the old box. Our current alarm company sold off the alarm portion of their business. Director Hague spoke with the alarm company that the Town of Weare uses and received a quote for the service and replacement of the old box. The company that purchased our current alarm contract also sent a quote. The Trustees have agreed to have ESP, which is the company the town uses, replace the old box.

Director Hague shared the research that has been done to address the heating and cooling issues in the library. At this time no decisions have been made.

The library continues to experience power issues with spikes and dips in power. PSNH monitored this previously and reported that there was not a problem in the outside lines. Director Hague feels that we need to revisit this issue and get another opinion before deciding whether or not to install a surge protector in the library. The Trustees would like to get more information before making a decision.

**New Business**

**Warrant Articles**

The Trustees do not currently have a warrant article to propose but will revisit this before the end of December.

Chairman Kelly made a motion to adjourn and Secretary Tacy seconded. All present were in favor. Meeting adjourned at 8:16 pm.

**Next Meeting**

Thursday, December 1, 2011 at 6:30 pm.

Respectfully submitted,

Jill Tacy, Secretary

/attachment

|   |                 |          |
|---|-----------------|----------|
| Weare Public Library<br>Hearing to Accept Funds<br>Nov 10, 2011 |                 |          |
| Source  | Designation     | Amount   |
| Book donations  | books, supplies | \$70.00  |
| Income generating equipment                                     | books, supplies | \$101.27 |
|   |                 |          |
|   | Total:          | \$171.27 |