



Weare Public Library

10 Paige Memorial Lane

P. O. Box 227

Weare, NH 03281

Phone: (603) 529-2044

Fax: (603) 529-7341

E-mail: wearepl@comcast.net

Board of Trustees

Paul Marsh, Chairman
Susan Morin, Treasurer
Robert Pare', Secretary
Phillip Holmes, Alternate
Lee Marcroft, Alternate

Christine Hague, Director

-- APPROVED MINUTES --

Minutes

Board of Trustees Meeting

Thursday, June 12, 2014

Present: Trustees Chairman Paul Marsh, Trustees Treasurer Susan Morin, Trustees Secretary Robert Pare', Alternates Philip Holmes, Lee Marcroft and Library Director Chris Hague.

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

Acceptance of Minutes:

The meeting minutes from May 1, 2014 were reviewed and approved. All Trustees are in favor of approval.

Public Session to accept funds:

A public hearing came to order at 6:35 pm, per RSA 202-A 4 c. The hearing was held to accept \$735.74 in funds from income generating equipment, donations and other income (see attached table), to be placed in the appropriate funds. All Trustees were in favor of accepting the funds. The public hearing ended at 6:41 pm.

Director's Report:

The Director's Report for the month of May, 2014 was reviewed. Director Chris Hague presented data of the past month's operations, circulation activity, and staff development. Friends of the library met on May 28. At their meeting they reported that membership letters sent to last year's members and volunteers raised \$455.00 in April, with more revenue in May. The indoor yard sale raised \$586.05. Currently, the allotment has a balance of \$575.00. The friends book sale drive is open, with donations being accepted at the library. Volunteers are needed for this effort.

The John Stark Varsity Baseball Team volunteered to help clean up and rake the yard from debris left by the winter storms. On Saturday, May 10 they were able to complete some of this. New plants were added to the Dot O'Neil garden. Director Chris Hague did some weeding in the gardens.

Paul Hague installed a donated movie screen on the wall in the Sawyer Room.

Karen Metcalf presented 3 story times with an attendance of 16 and 2 Tiny Tots programs with a total attendance of 35. Total attendance at 4 Ruff Readers session was 34. The book group drew 12 people, as did coffee time. Ted Benson's lecture on Timber Framing was attended by 58 people.

The Foundation did not meet in May. Jerry Little has contacted Kelly Ayotte's office because confirmation of the Foundation's 501 c status was stalled and a query revealed that no applications are being processed by the IRS at this time.

The Hillstown Co-op meeting centered on budgeting, the cost of e-books vs print. Two trustees attended the Trustee conference. Director Christine Hague attended the Primex Convention.

Circulation total for May was 2,784 items.
All Trustees were in favor of accepting the report.

Old Business:

Review computer upgrades and the server to increase a higher level of technology to the library and its patrons. Three Dell computers, tow HP computers and five screens were purchased and installed. The usual Summit technician was unavailable to do the installation due to surgery. The technician who came was not a familiar to the system. It took two weeks to pry the software keys out of Microsoft so we could move our Office 2010 to the new computers. The technician said the keys did not work. We had to order Office 2013 which the technician said could be installed. The 2013 keys were not easy to install and the reason 2010 would not work was they had to go through the domain on the server. Also, peripherals we need had to be discarded because there are no parallel connections on the new computers. So we had a useless slip printer and laser printer, and had to make last minute purchases. The project is over budget due to the longer time the technician took and the cost of peripherals.

New Business:

1. Follow up with the Foundation Directors in helping to find a way to improve the relationship between the Town citizens and Library. That would cover the town's citizen's interest in a future library.
2. Director Chris Hague handed out paper work to each Trustee that included the cost and what was purchased for computers. Three Dell pcs at a cost of \$1469.97. Global GovED monitors for \$472.83. Business card two pcs from Best Buy \$799.98. The first bill from Summit computer was \$855.00. Business card for Techsoup for \$120.00. Business card for Best Buy \$19.99. Business card for Amazon \$215.80. The grand total was \$2010.77. The capital reserve was down \$134.18 The Summit bill was discussed as to why it took the technician so long and who is liable for the added expenses.
3. Director Chris Hague talked about the next Foundation meeting on the 25th of June at the library at 8:30 A.M. The funding for a new library and how to present this to the Foundation. Ways were discussed as to what the planning would involve to start the process. Land needs to be found and an architect would have to be hired. The expenses would have to be determined as to what is needed for these costs.
4. Investments were discussed and as of March 31, 2014 Wells Fargo account was \$125,961.08 and a loss of \$3,872.00. TD Bank account was for \$1800.00. Centrex Bank in Concord, N.H. was discussed as a possible way to go.
5. Director Chris Hague talked about the collection process for overdue books. What should the cost be and how to collect the money. This will be reviewed and further details discussed.
6. Director Chris Hague talked about the 4th of July pay and said the library has Friday's off, but it is a paid holiday for Town employees. The Trustees discussed this and an agreement was met. The Library will be given a floating holiday in place of a paid holiday. It was determined to have minimal impact on

the budget doing it this way. Chairman Paul Marsh moved, Treasure Susan Morin seconded. A roll call vote was taken, Chairman Paul Marsh-yes, Treasure Susan Morin-yes, Secretary Robert Pareøyes Passed 3-0-0

7. Old Home Day Vendors was talked about. How will this help benefit the Library and what ways can the Library help in making this a successful event. Not only for the Town of Weare, but the general population.

8. Director Chris Hague gave each Trustee a copy of profit and loss for the Weare Library form January through May 2014.

No further business to discuss, Chairman Paul Marsh moved and Treasure Susan Morin seconded, to adjourn the Trustees meeting. All voted in favor 3-0-0. Meeting adjourned at 8:25p.m.

ATTACHMENT: HEARING TO ACCEPT FUNDS:

WEARE PUBIC LIBRARY
Hearing to Accept Funds
May 1, 2014

SOURCE	DESIGNATION	AMOUNT
Donations	books, supplies	\$159.66
Replace Book	books	\$13.08
Replace card	books, supplies	\$4.00
Income generating equipment	books, supplies	\$59.00
TOTAL:		\$235.74
Anonymous (trust acct)	computers	\$500.00
Grand Total		<u>\$735.74</u>

Next meeting is first Thursday of July 3, 2014
Respectfully submitted,
Robert Pareø Secretary

