



Weare Public Library

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Board of Trustees

Paul Marsh, Chairman

Lee Marcroft, Treasurer

Robert Pare', Secretary

Frank Oehlschlaeger, Alternate

Christine Hague, Director

-- APPROVED MINUTES --

Minutes

Board of Trustees Meeting

Thursday June 4, 2015

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Present: Trustees Chairman Paul Marsh, Treasurer Lee Marcroft, Secretary Robert Pareø, Alternate Frank Oehlschlaeger and Library Director Chris Hague.

The meeting was called to order at 6:33 pm as per RSA 91-A: 1-a.

Acceptance of Minutes:

The meeting minutes from May 7, 2015 were reviewed. Chairman Paul Marsh moved to accept meeting minutes as presented. Secretary Robert Pareøseconded the motion. All present were in favor. The meeting minutes were accepted as amended.

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 \$1,305.20 in funds from income generating equipment, donations and other income (see attached table), to be placed in the appropriate funds. Chairman Paul Marsh moved to accept the funds, Secretary Robert Pareøseconded the motion. All present were in favor. The public session ended at 6:38 pm.

Director's Report:

The Directorø Report for the month of May, 2015 was reviewed. Director Chris Hague presented data of the past monthø operations, circulation activity, and staff development. Secondwind Water Systems was called in to repair special faucet on the filter tank in the kitchen. He said that filtration system is in need of repair and he doesnø work on that. He charged \$175.00. Estimates for the flooring installation is in for the offices and an estimate for furniture moving was requested. Progress on the various patron programs was presented and discussed. The staff is currently reviewing a design form beechleafdesigns.com for a new website. The Foundation question continues to be an issue. Talk now is of them suspending operations for a time.

Old Business:

1. FOUNDATION UPDATE: The foundation still wants direction from the trustees for fundraising. We seem to be getting nowhere. The friends have been very active in their support to the library.
2. CLOSING FOR CARPET REPAIR: Waiting for selectmen meeting June 8 for discussion as to how long and best time.
3. REVIEW AND SIGN FINANCIAL MANIFEST: Director Chris Hague presented to the Trustees a detailed list of finances. A discussion was then held with the Trustees. Chairman Paul Marsh moved to accept the report; Treasure Lee Marcroft seconded the motion. All present were in favor.

New Business:

1. JULY 4 HOLIDAY SCHEDULE: A discussion was held between Director Chris Hague and trustees. The outcome was that July and Christmas would be floating holidays. Chairman Paul Marsh moved to accept and Secretary Robert Pare seconded, all trustees were in favor.
2. LEAVE POLICY: Director Chris Hague gave a list for requests time off. The discussion was not to have the library understaffed at any one time. The requests for time off would be determined by the trustees with agreement from Director Chris Hague as to who or what can be done to fill the gap. This will be shared among other employees with equal opportunity.
3. SUMMER PROGRAMS: Director Chris Hague handed out to each trustee an outline of scheduled summer programs establish by Karen Metcalf a library employee. An enormous amount of work was done by Karen preparing this schedule. The trustees felt that this was too aggressive of a schedule for the library as staffed currently. The trustees felt that the core programs that drew the most attendance and did well should be kept. A vote was taken among the trustees to cut out 20 percent of the schedule. Chairman Paul Marsh moved and Secretary Robert Pare seconded, all trustees were in favor. All voted 3-0-0. Director Chris Hague was told to discuss this with the Karen and staff. Will then be up for discussion at a later meeting as to what programs will be cut.
4. SOCIAL MEDIA POLICY UPDATE: Director Hague handed out to each trustee copies of the policy. This will be reviewed by the trustees and discussed at a later meeting.

No further business to discuss, Chairman Paul Marsh moved and Secretary Robert Pare seconded, all Trustees were in favor to adjourn the Trustees meeting. All voted in favor 3-0-0. Meeting adjourned at 8:37p.m.

ATTACHMENT: HEARING TO ACCEPT FUNDS:

WEARE PUBIC LIBRARY

Hearing to Accept Funds

June 4, 2015

| SOURCE | DESIGNATION | AMOUNT |
|-------------------------------|-----------------|----------|
| Incoming generating equipment | books, supplies | \$55.00 |
| Donations | books, supplies | \$55.00 |
| Replace book | books | \$19.10 |
| Replace card | books, supplies | \$1.00 |
| Nonresident fee | books, supplies | \$20.00 |
| Grant-Kids, Books & Arts | Summer program | \$275.00 |
| Russell Trust | books | \$100.00 |

| | | |
|------------|--|----------|
| Cash total | | \$525.10 |
|------------|--|----------|

In Kind:

| | | |
|---------------------------------|--------------------|-----------|
| Friends of Weare Public Library | passes | \$825.00 |
| E-rate (telephone discount) | telephone services | \$331.20 |
| Summer reading gift cards | reading incentives | \$50.00 |
| Friends of Weare Public Library | reading incentives | \$99.00 |
| Total: | | \$1305.20 |

Next meeting is first Thursday of July 2, 2015

Respectfully submitted,

Robert T. Pareø Secretary