



Weare Public Library

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Board of Trustees

Robert Pare', Chairman

Lee Marcroft, Treasurer

Brenda Cannon, Secretary

Frank Oehlschlaeger, Alternate

Mark Carey, Alternate

Christine Hague, Director

-- APPROVED MINUTES --

Minutes

Board of Trustees Meeting

Thursday June 2, 2016

Present: Trustees: Secretary Brenda Cannon, Chairman Robert Pare', Library Director Chris Hague, Frank Oehlschlaeger Alternate, Lee Marcroft Treasurer, Thelma Tracy and Karen Metcalf.

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

Acceptance of Minutes:

The meeting minutes from June 2, 2016 were reviewed. The library staff requested clarification on the 2nd paragraph in "Old Business". The 3rd sentence will have the following added: "and handle all emergency coverage." Under "New Business" item 2, the dates will be changed to 2014 and 2015. Robert Pare' moved to accept the meeting minutes as amended. Frank Oehlschlaeger seconded the motion. The minutes were accepted as amended.

Public Session to accept funds:

A public hearing came to order at 6:33 pm, per RSA 202-A 4 c. The hearing was held to accept \$547.95 in funds from income generating equipment, donations and other income (see attached table), to be placed in the appropriate funds. Chairman Robert Pare' moved to accept the funds; Lee Marcroft seconded the motion. All present were in favor. The public session ended at 6:48pm.

Director's Report:

The Director's Report for the month of May 2016 was reviewed. Director Chris Hague presented data of the past month's operations, circulation activity, and staff development. Secretary Brenda Cannon moved to accept the Director's report for May 2016. Lee Marcroft seconded. All present were in favor.

Old Business:

1. Personnel Policy: The policy has been further updated; during the public hearing it was noted that a grievance clause has been added. Additionally, updated information on holidays was presented. Secretary Brenda Cannon moved to accept the updated personnel policy. Robert Pare' seconded. All present were in favor.

During the public session a question was raised as to how the library would function in the absence of a new library director. The Trustees' response was that all library functions would continue as normal, the 2 most senior employees will be asked to not take their vacations at the same time and all other library

functions would remain as normal. The Trustees will make necessary decisions until a new library director is hired and handle all emergency coverage. Library substitutes may be asked to do more work that is within their job descriptions.

2. Additional ads for a library director will be placed in the HIPPO. The Concord Monitor and the Union Leader will not be used due to costs.

New Business:

1. A motion to enter Nonpublic Session was made by Chairman Robert Pareø and seconded by Lee Marcroft at 7:11pm. Pursuant to the authority granted in RSA 91-A: 3, II a roll call vote was taken, Chairman Robert Pareø-yes, Secretary Brenda Cannon-yes, Treasurer Lee Marcroft-yes. Passed 3-0-0. The trustees discussed additional candidates for the position of Library Director.

Under RSA 91-A: 3, III minutes of the nonpublic session were kept.

A motion to leave the nonpublic session and return to public session was made by Chairman Robert Pareø seconded by Secretary Brenda Cannon. A roll call vote was taken, Chairman Robert Pareø-yes, Secretary Brenda Cannon-yes, Treasurer Lee Marcroft-yes. Passed 3-0-0. The public session reconvened at 7:25pm.

2. Library development was discussed. The consultant that was hired will be given one month (July 2, 2016) to complete the assessment for the library. The consultant will be instructed to use 2014 statistics if the 2015 information is not available. All present were in favor of the above.

3. Maintenance was discussed. Two bids have been provided to the Library Director for replacing the current furnace. The Trustees discussed the vendor bids, the Library Director will attend the next selectman meeting to obtain funds for replacing the furnace. All present were in favor.

A. The library director will continue to get vendor quotes for replacing the generator. Plans for replacing the air conditioning system were not discussed at this meeting.

No further business to discuss, Chairman Robert Pareø moved and Secretary Brenda Cannon seconded, all trustees and alternates present were in favor to adjourn the meeting. All voted in favor 3-0-0. Meeting adjourned at 8:23 p.m.

ATTACHMENT: HEARING TO ACCEPT FUNDS:

WEARE PUBIC LIBRARY

Hearing to Accept Funds

June 2, 2016

SOURCE	DESIGNATION	AMOUNT
Incoming generating equipment	Books, supplies	\$36.00
Donations	Books, supplies	\$58.00
Replace Card	Books, supplies	\$6.00
Replace book	Book	\$7.95
Nonresident Fee	Books, supplies	\$20.00
Grant-Kids Books and the Arts	Summer Program	\$320.00
Russell Trust	Nonfiction books	\$100.00
Total:		\$547.95

Next meeting is Thursday July 7, 2016
Respectfully submitted,
Brenda Cannon, Secretary