



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
Michael Sullivan, Director

-- APPROVED MINUTES --

Minutes

Board of Trustees Meeting

Thursday December 1, 2016

Present: Trustees: Secretary Brenda Cannon, Chairman Robert Pare', Treasurer Lee Marcroft, Alternate Frank Oehlschlaeger, Alternate Mark Carey and Michael Sullivan, Director. The meeting was called to order at 1:06pm as per RSA 91-A: 1-a.

Acceptance of Minutes:

The meeting minutes from November 3, 2016 were reviewed. Chairman Robert Pare' moved to accept the meeting minutes as presented. Alternate Frank Oehlschlaeger seconded the motion. All present were in favor. The meeting minutes were accepted.

Public Session to accept funds:

This will be deferred until January 2017.

Director's Report:

The Director's Report for the month of November 2016 was reviewed. Director Michael Sullivan provided data on the past month's operations, circulation activity, and staff development. Chairman Robert Pare' moved to accept the Director's report for November 2016. Alternate Frank Oehlschlaeger seconded. All present were in favor.

Old Business:

1. Update on maintenance items

A. Furnace Maintenance ó the new furnace has been installed

B. Purchase generator ó the installation of the new generator will begin on December 9, 2016

C. Repair front walk ó This item remains pending and will be deferred until the spring of 2017 due to weather conditions.

D. Air conditioning improvement: remains pending

2. Policy for issuing library cards ó The current policy for issuing library cards was updated and was sent to all trustees and alternates for review prior to the meeting. During the meeting all members present discussed the changes and agreed that it was fine to implement. All present were in favor.

New Business:

1. Federal Labor Standards Act (FLSA) overtime rule ó This item was discussed based on the fact that implementation was to begin December 1, 2016. After discussion it was determined that the library staff affected will meet new criteria January 2017 and that no retroactive action will be necessary.

2. During this meeting all members present discussed year- end bonusø for permanent staff. The bonus would be paid as a % of pay. All present were in favor.
3. The director presented a DVD rental program to the trustees. This program will allow 8-10 new DVDø to be part of the library collection each month.

No further business to discuss, Chairman Robert Pareø and Treasurer Lee Marcroft seconded, all trustees and alternates present were in favor to adjourn the meeting. All voted in favor 3-0-0. Meeting adjourned at 1:54 pm.

Next meeting is Thursday January 5, 2017
Respectfully submitted,
Brenda Cannon, Secretary