



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 September 7, 2017

Present: Trustees: Secretary Brenda Cannon, Chairman Robert Pareø and Director Michael Sullivan. The meeting was called to order at 1:02pm as per RSA 91-A: 1-a.

Acceptance of Minutes:

The meeting minutes from August 3, 2017 were reviewed. Chairman Robert Pare moved to accept the meeting minutes as presented. Secretary Brenda Cannon seconded the motion. All present were in favor. The meeting minutes were accepted.

Public Session to accept funds:

A public hearing came to order at 1:04pm, per RSA 202-A 4 c. The report was not generated during this time period due to vacations of library staff. Chairman Robert Pareø moved to accept the report; Secretary Brenda Cannon seconded the motion. All present were in favor. The public session ended at 1:05pm.

Director's Report:

The Director's Report for the month of August 2017 was reviewed. Director Michael Sullivan provided data on the past month's operations, circulation activity, and staff development. The Director did inform the Trustees of the need for a new printer; this was approved by the Trustees. The Director will handle all details for the purchase and maintenance of a new printer. The Director also informed the Trustees of a need for new public usage laptop computers. The library WIFI has been upgraded including a new firewall. Chairman Robert Pareø moved to accept the Director's report for August 2017. Secretary Brenda Cannon seconded. All present were in favor.

Old Business:

1. Update on maintenance items

A. Pending items - air conditioning (ac) improvement ó continue to await further information from the vendor

1. Front walk repair ó A vendor has been selected. Following the submission of required town paperwork the work will begin. This was presented to the Selectmen; no reimbursement for the work will be provided by the town.

2. Library Signage ó The Chairman Robert Pareø has met with the Historical Society (HS) on several occasions. The plan that had been accepted by both parties was changed by the HS. The Trustees were

not agreeable to the new plan and thus they voted to delay the project at this time. The Chairman Robert Pareø will meet with the Weare Town administrator to determine the next steps forward.

3. Furnace tune-up ó This work has been placed on the vendors schedule and is slated to be performed before the end of September 2017.

New Business:

1. Capital Improvement Project (CIP) ó The Trustees approved (vote was 2-0-0) for the Director to submit a CIP for 25K, this will be for a feasibility study, land and design of a new library. The current space in the library is limited now that there is a greater need for current programs. Ideally the Trustees would like to have all Town offices and the library in one central building.

Action: Director to submit requirement paperwork to Selectmen

2. Upcoming budget ó will be presented to the Trustees at their next meeting

No further business to discuss, Chairman Robert Pareø and Secretary Brenda Cannon seconded to adjourn the meeting. All voted in favor 2-0-0. Meeting adjourned at 2:15 pm.

Next meeting is Thursday October 5, 2017

Respectfully submitted,
Brenda Cannon, Secretary