



Weare Public Library

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Board of Trustees

Raymond J. Kelly, Chairman

Susan Morin, Treasurer

Jill Tacy, Secretary

Paul Marsh, Alternate

June Purington, Alternate

Christine Hague, Director

Minutes

Board of Trustees Meeting

Thursday April 5, 2012

Present: Susan Morin, Jill Tacy, Trustees; June Purington, Alternate Trustees; Christine Hague, Director.

The meeting was called to order at 6:37 pm.

Acceptance of Minutes:

The meeting minutes from March 8, 2012 were reviewed. Treasurer Morin moved to accept meeting minutes. Secretary Tacy seconded. All present were in favor. The meeting minutes were accepted as written.

Public Hearing:

A public hearing came to order at 6:40 pm. as per RSA 202-A 4 c. The hearing was held to accept \$1288.50 in funds from income generating equipment, book donations and grants (see attached table). Treasurer Morin moved to accept the funds, Alternate Purington seconded the motion. All present were in favor. The public session ended at 6:42 pm.

Reports:

Director's Report

Treasurer Morin moved to accept the Director's report for March 2012. Secretary Tacy seconded. All present were in favor.

Old Business:

Use of Projector Policy and Agreement: The Trustees reviewed the rules for the use of the projector. The Trustees agreed upon a fine of \$25 for the late return of the projector. Alternate Purington moved to accept the rules for the projector as proposed and Treasurer Morin seconded. All present were in favor.

Foundation Time line:

By the June Trustees meeting the Trustees would like to have five people for the library foundation board. We currently have two people who have agreed to be on the board of the foundation. We are still looking for three more potential board members.

New Business:

Update the Personnel Job Descriptions:

The library has it's own personnel policy, however this policy is ten years old. In order to update this policy the Trustees and Director Hague discussed reviewing the town's personnel policy as well as the library's current personnel policy. The trustees are committed to updating the personnel policy and would

like to add the review of the personnel policy to next month's agenda. As the Trustees review the policy before the next meeting they can specify any specific parts of the policy they would like to focus on for the next Trustee's meeting.

Staffing Hours and Salary:

The library has received a resignation from one the library aides. The Trustees discussed the need to look at the job descriptions and salaries for current library positions. The Trustees are aware that the current salary rates are not competitive with salaries for equivalent positions in the surrounding towns. The Trustees see the need for restructuring in order to best utilize our current staff.

Director's Annual Review:

The Trustees discussed how best to complete the director's annual review. The Trustees will complete the review by the next Trustees meeting on May 3rd.

Treasurer Morin made a motion to adjourn and Secretary Tacy seconded. All present were in favor.

Meeting adjourned at 8:25pm.

Next Meeting

Thursday, May 3, 2012 at 6:30 pm.

Respectfully submitted,

Jill Tacy, Secretary
/attachment

Hearing to Accept Funds 5 April 2012		
Source	Designation	Amount
card replacement	materials, supplies	\$6.00
income generating equipment	materials, supplies	\$119.36
Keith and Deborah Lion donation		\$250.00
Anticipated- Match from Prudential		\$250.00
Refund - supplies	supplies	\$17.00
donations	materials, supplies	\$85.00
replacements	materials, supplies	\$53.87
		\$781.23
Paige Trust	Maintenance	\$769.26
Peaslee Trust	Books	\$230.78
Wadleigh Trust		\$38.46
Kid Books & The Arts Grant	Summer reading program	\$250.00
		\$1,288.50