



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 November 2, 2017

Present: Trustees: Secretary Brenda Cannon, Chairman Robert Pareø, Treasurer Lee Marcroft and Director Michael Sullivan. The meeting was called to order at 1:04pm as per RSA 91-A: 1-a.

Acceptance of Minutes:

The meeting minutes from October 5, 2017 were reviewed. Chairman Robert Pare moved to accept the meeting minutes as presented. Treasurer Lee Marcroft 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 1:05pm, per RSA 202-A 4 c. No funds were generated during this last period. The library director provided this information in the September 2017 Report to Trustees. 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 October 2017 was reviewed. Director Michael Sullivan provided data on the past month's operations, circulation activity, and staff development. The Director informed the Trustees that adult programs will be the focus following the November program. This will continue until spring 2018 (begin daylight saving time). The library continues to exceed previous circulation records. Chairman Robert Pareø moved to accept the Director's report for October 2017. Secretary Brenda Cannon seconded the motion. 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 completed

2. Library Signage ó The vendor continues to work on developing the sign, once completed the utility company will be contacted (Dig Safe) to ensure sign is placed correctly.

3. Financial audit ó A response has been drafted which will be signed by all Trustees and forwarded to the appropriate group.

New Business:

1. Library ramp ó The condition of the ramp was brought to the attention of the town administrator. Following discussions the town will upgrade the ramp to make it ADA compliant. The town will supply the labor and the Trustees will pay for the material needed. A timeframe was not established but the hope is the work will be completed prior to the end of this year.

No further business to discuss, Chairman Robert Pareø and Secretary Brenda Cannon seconded to adjourn the meeting. All voted in favor 3-0-0. Meeting adjourned at 1:37pm.

Next meeting is Thursday December 7, 2017

Respectfully submitted,
Brenda Cannon, Secretary