



## *Weare Public Library*

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### *Board of Trustees*

Robert Pare', Chairman

Lee Marcroft, Treasurer

Brenda Cannon, Secretary

Mark Carey, Alternate

Alternate

Michael Sullivan, Director

## **-- APPROVED MINUTES --**

### **Minutes**

### **Board of Trustees Meeting**

**Thursday June 14, 2018**

**Present:** Trustees: Secretary Brenda Cannon, Chairman Robert Pareø, Treasurer Lee Marcroft, Alternate Mark Carey and Director Michael Sullivan. The meeting was called to order at 1:01pm as per RSA 91-A: 1-a. The meeting date was changed due to the absence of the Chairman.

### **Acceptance of Minutes:**

The meeting minutes from May 3, 2018 were reviewed. Chairman Robert Pare moved to accept the meeting minutes as corrected. 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 1:03pm, per RSA 202-A 4c. The hearing was to accept funds from income generating equipment, donations and other income. The library director provided this information in the May 2018 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 1:04pm.

### **Director's Report:**

The Directorø Report for the month of May 2018 was reviewed. Director Michael Sullivan presented data of the past monthø operations, circulation activity and staff development. The Director provided updates on several maintenance issues as well as informing the group that 46 summer programs will take place beginning late June. The Friends of the Weare Public Library have funded most of the summer programs. Chairman Robert Pareø moved to accept the Directorø report for May 2018. Secretary Brenda Cannon seconded the motion. All present were in favor.

### **Old Business:**

#### **1. Pending items**

A. Senior Transportation presentation ø will remain on pending list

2. Alternate Trustees ø A letter will be prepared and given to the Town Administrator to recommend Heleen Kurk, Mark Carey (to be re-nominated as an alternate) and Diann Couture-Smith to the Selectman as the candidates the Trustees would like as alternateø.

3. Staffing and hours ø Will continue to work on question regarding library usage on Friday. Do not want to cannibalize another day if Friday is added. This would be presented as a warrant article if we continue to move forward.

4. By-laws update ó The Trustees will take one final review of the document prior to adding changes agreed upon.

5. Master plan update ó The Selectmen have not provided an update.

6. Maintenance issues ó Issues were brought to the Town Administrator who forwarded to the appropriate departments.

A. Air conditioning ó The Town Administrator will be asked to forward to the appropriate department.

B. Sawyer Room ó The town did send a department head to evaluate. The library Director was able to provide the Trustees with a bid from one vendor. Two more bids will be obtained and then brought to the Selectmen.

C. Electricity ó The wiring will be brought up to code; the library Director has found a vendor who may be able to complete the project.

7. The Trustees Chairman, Robert Pareø will join the library foundation as an ex-officio member.

**New Business:**

No new business was brought forward at this time.

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 1:57pm.

Next meeting is Thursday July 5, 2018

Respectfully submitted,  
Brenda Cannon, Secretary