



Weare Public Library

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Board of Trustees

Robert Pare', Chairman

Lee Marcroft, Treasurer

Brenda Cannon, Secretary

Mark Carey, Alternate

Heleen Kurk, Alternate

Diann Couture-Smith, Alternate

Michael Sullivan, Director

-- APPROVED MINUTES --

Minutes

Board of Trustees Meeting

Thursday August 2, 2018

Present: Trustees: Secretary Brenda Cannon, Treasurer Lee Marcroft, Alternate Mark Carey, Alternate Heleen Kurk, Alternate Diann Couter-Smith and Director Michael Sullivan. In the absence of the Chairman, as per the by-laws, the meeting was called to order by the Treasurer at 1:03pm as per RSA 91-A: 1-a.

Acceptance of Minutes:

The meeting minutes from July 5, 2018 were reviewed. Alternate Heleen Kurk moved to accept the meeting minutes as corrected. Alternate Mark Carey 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 4c. No funds were generated from this last period. The library director provided this information in the July 2018 Report to Trustees. Secretary Brenda Cannon moved to accept the report; Alternate Mark Carey 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 July 2018 was reviewed. Director Michael Sullivan presented data of the past month's operations, circulation activity and staff development. The Director provided updates on several maintenance issues (see old business). The Director informed the group of the successful summer programs. Secretary Brenda Cannon moved to accept the Director's report for July 2018. Alternate Mark Carey seconded the motion. All present were in favor.

Old Business:

1. Pending items

A. Senior Transportation presentation ó will remain on pending list

2. Alternate Trustees ó All alternate trustees have been formally approved by the Selectmen.

3. Staffing and hours ó The Director informed all that one of the current substitute employees would be leaving. This loss will impact the plan for having Friday hours. The Director will be looking at various options as to how to handle staffing as this position was listed as a substitute.

4. By-laws update ó All trustees and alternates have reviewed and approved the updated by-laws. The new effective date for this document will be August 2, 2018.

5. Master plan update ó The Director provided an update during this meeting. The Library Director is the Chairman for this group which has 12 community members. This group does represent a cross section of the community. This group will continue to meet and work to update the Town master plan which will be necessary if the library is to continue with strategic planning.

6. Maintenance issues ó these items will remain on the pending list

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

B. Sawyer Room ó Additional bids have been received. This item will be on hold until the Trustee Chairman's return.

C. Electricity ó The selected vendor has begun some of the needed electrical work.

7. Electricity supplier for the library ó This item will be on hold until the Trustee Chairman returns.

New Business:

1. Library Directors evaluation ó This will be addressed by all at the next meeting.

No further business to discuss, Treasurer Lee Marcroft and Alternate Mark Carey seconded to adjourn the meeting. All voted in favor 3-0-0. Meeting adjourned at 1:49pm.

Next meeting is Thursday September 6, 2018

Respectfully submitted,
Brenda Cannon, Secretary