



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 October 4, 2018

Present: Trustees: Treasurer Lee Marcroft, Alternate Diann Couture-Smith, Chairman Robert Pare', Secretary Brenda Cannon, Alternate Mark Carey, Alternate Heleen Kurk and Director Michael Sullivan. The meeting was called to order at 1:00pm as per RSA 91-A: 1-a.

Acceptance of Minutes:

The meeting minutes from September 6, 2018 were reviewed. Alternate Diann Couture-Smith moved to accept the meeting minutes. Chairman Robert Pare' seconded the motion. All present were in favor. The meeting minutes were accepted.

Public Session to accept funds:

No public hearing was necessary as there were no funds to accept from the previous month.

Director's Report:

The Director's Report for the month of September 2018 was reviewed. Director Michael Sullivan presented data of the past month's operations, circulation activity and staff development. The Director informed the group that the technology upgrade was in process and that new electrical upgrades had almost been completed. Old electronics that are replaced will be recycled. The Director informed the group that staff development continues. The group was made aware of the cost of eBooks versus the cost of having hard copies of books maintained in the library collection. Chairman Robert Pare' moved to accept the Director's report for September 2018. Secretary Brenda Cannon seconded the motion. All present were in favor.

Old Business:

1. Pending items

A. Senior Transportation presentation will remain on pending list

2. Sawyer Room A discussion was held about where the money would come from to pay for the flooring. After discussion it was decided to ask the Selectman to provide funds for the flooring. The Director will forward the 3 quotes for flooring to the Selectman and will present this request at the next Selectman meeting. The Selectman will be given a deadline for providing

a response to this request. A motion was made by Lee Marcroft to use the trust account to pay for the Sawyer Room cabinets. This motion was passed by all members present.

3. Library Directors evaluation ó The evaluation form should be completed and ready for discussion at the next meeting.

New Business:

1. 2109 budget ó The Director had provided copies of the proposed budget to all members prior to this meeting. This budget included scenarios for revising the library hours. Following discussion the Chairman Robert Pareø made a motion to accept the proposed 2019 budget as presented. Treasurer Lee Marcroft seconded. This motion was carried 3-0-0. This budget will be forwarded to the appropriate group when required.

2. Warrant article ó The group discussed the various options for increasing library hours with the Director providing justification for his preferred choice. Secretary Brenda Cannon made a motion with Treasurer Lee Marcroft seconding for adding Friday and making one of the current staff members a full time employee. This proposal will be presented as a warrant article. While not all members agreed the final voting was 3-0-0.

3. The NH State Child Care Licensing Unit has asked the library if they would consider being a potential off site evacuation area for after school programs for Center Woods children. The library would only be utilized in the event Center Woods had been compromised. The Trustees would like additional input from the Weare Fire Department as well as the current insurer before considering this request. The Director will obtain information from these 2 groups and provide follow up details at the next meeting.

No further business to discuss, Chairman Robert Pareø and Treasurer Lee Marcroft seconded to adjourn the meeting. All voted in favor 3-0-0. Meeting adjourned at 2:36pm.

Next meeting is Thursday November 1, 2018

Respectfully submitted,
Brenda Cannon, Secretary