



Weare Public Library
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Board of Trustees

Brenda Cannon, Chairwoman
Lee Marcroft, Treasurer
Mark Carey, Secretary
Heleen Kurk, Alternate
Diann Couture-Smith, Alternate
Michael Sullivan, Director

-- Draft Minutes --

Minutes

Board of Trustees Meeting

Thursday October 3, 2019

Present: Trustees: Chairwoman Brenda Cannon, Secretary Mark Carey, Treasurer Lee Marcroft Alternate Heleen Kurk, alternate Diann Couture-Smith, and Director Michael Sullivan. The meeting was called to order at 1:03 pm as per RSA 91-A: 1-a.

The meeting was brought to order at 1:00 pm

Acceptance of Minutes:

The meeting minutes from Sept 5, 2019 were reviewed. Minor typographical errors were noted and corrected. Chairwoman Brenda Cannon moved to accept the meeting minutes. Alternate Diann Couture-Smith 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 1:02 pm, per RSA 202-A 4c. The hearing was held to accept funds from income generating equipment, donations and other income to be placed in the appropriate funds. The library Director provided this information in the Aug 2019 Report to Trustees. Chairwoman Brenda Cannon moved to accept the funds. Alternate Diann Couture-Smith seconded the motion. All present were in favor. The public session ended at 1:06 pm.

Director's Report:

The Director's Report for the month of June 2019 was reviewed. Director Michael Sullivan presented data of the past month's operations, circulation activity and staff development. Director Michael Sullivan also discussed midyear financials. It was noted that the numbers the use of electronic resources continue to climb. Director Sullivan recommended a scheduling change to accommodate the staff and the fact that the Christmas Holiday falls on a Wednesday this year. Many of the staff still have significant amounts of vacation time to take. Since the library traditionally closes from mid-day on Christmas Eve through Christmas Day we closing the Library from Monday (Dec 23) through Thursday (Dec 26) would resolve the problem of how to staff during that time. Chairwoman Brenda Cannon moved at to approve the scheduling change and to accept the Directors Report the Director's report for September 2019. Trustee Diann Couture-Smith seconded the motion. All present were in favor.

Old Business

1. The new crosswalk between the middle school and the library has been completed. The school board has agreed to pay for half the cost. As of this meeting the library is being charged for the remaining 50%. The board agrees the Financial responsibility for the crosswalks are full detail in the library. This issue will be brought up with the town Selectman.
2. The board has decided to hold some of our future meetings in the evening to accommodate those residents who would like to attend but currently cannot due to employment or other obligations during the day. To that end Alternate Diann Couture-Smith made the motion that we scheduled in November 7th meeting for 7:00 pm. Chairwoman Brenda Cannon seconded and all present approved.

New Business:

1. Director Sullivan presented his working budget for the year 2020. The budget includes 53 pay periods and the financials reflect that.
2. The board discussed issuing a warrant article in the spring election to increase our operating budget to accommodate opening the library on Fridays.
 1. The Board intends to meet with the School's Parent Teacher Organization to discuss strategy for providing information to town residents about the proposal.
3. Brenda Cannon will attend a Selectmen meeting in the coming month.

No further business to discuss, Chairwoman Brenda Cannon made a motion to adjourn; Alternate Diann Couture-Smith seconded the motion to adjourn. All voted in favor. Meeting adjourned at 2:04 pm.

Next meeting is Thursday November 7, 2019 at 7:00 pm

Respectfully submitted,
Mark Carey, Secretary