



**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

## **-- Approved Minutes --**

### **Minutes**

### **Board of Trustees Meeting**

**Thursday December 5, 2019**

**Present:** Trustees: Chairwoman Brenda Cannon, Secretary Mark Carey, Treasurer Lee Marcroft  
Alternates: Heleen Kurk, Diann Couture-Smith. Director Michael Sullivan. Also in attendance was Josh Hilliard. The meeting was called to order at 7:019 pm as per RSA 91-A: 1-a.

### **Acceptance of Minutes:**

The meeting minutes from November 7, 2019 were reviewed. There were minor typographical errors noted and changes made. 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 7:02 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 December 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 7:03 pm.

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

The Director's Report for the month of November 2019 was reviewed. Director Michael Sullivan presented data of the past month's operations, circulation activity and staff development. Director Sullivan noted that students are using more online databases and resources and fewer books as references when doing reports for school projects which is reflected in our circulation numbers. An additional person has been hired for winter maintenance, primarily snow removal from our entrances, steps and sidewalks. Director Sullivan informed the board that we are edging closer to being able to share Library privileges with The Tucker Free Library in Henniker, should the board decide to do so. Advantages to sharing access include the fact that Henniker's hours cover a significant portion of the hours that Weare Library is closed such as Friday, Saturday and Sunday afternoons. Henniker resident students who attend John Stark High School already have Library cards for Weare Library. Chairwoman Brenda Cannon moved to accept the Directors Report for November 2019. alternate Diann Couture-Smith seconded the motion. All present were in favor.

## **Old Business**

1. Chairwoman Brenda Cannon attended the Middle School PTO meeting at the General Sports Bar. Brenda informed the PTO about the many Library activities and our upcoming Warrant Article.
2. The Board is still working with the Friends of the Library on the Jack Davis memorial Little Free Library.
3. Budget update, Director Sullivan and Chairwoman Brenda Cannon presented the Library's 2020 budget to the Selectmen. Budget to include necessary increases to maintain staff salaries. Warrant Article to include Friday hours and one additional full-time employee.

## **New Business:**

1. Board voted to move the January meeting from Jan 2 to Jan 9.
2. Chairwoman Brenda Cannon made a motion that the board send a request to the Selectmen that Josh Hilliard be appointed to the Library Board as an alternate trustee. Diann Couture-Smith seconded the motion. All present were in favor.
3. Beth Rouse, Town of Weare Finance Administrator, to be added to the distribution list for Library Board Minutes.
4. Chairwoman Brenda Cannon made a motion that, moving forward, Library Board meetings shall be held at 7:00 PM to accommodate board members who work during the day. Diann Couture-Smith seconded the motion. All present were in favor.

No further business to discuss, Chairwoman Brenda Cannon made a motion to adjourn; Secretary Mark Carey seconded the motion to adjourn. All voted in favor. Meeting adjourned at 7:45 pm.

Next meeting is Thursday January 9, 2020 at 7:00 pm

Respectfully submitted,  
Mark Carey, Secretary