

Official Minutes

Hooksett Public Library Trustees Meeting
June 17, 2014 6:00 PM

Call to Order 6:00 pm

Present Mary Farwell, Mac Broderick, Tammy Hooker, Barbara Davis, Linda Kleinschmidt
Guest ~ Heather Rainier, Library Director

Public Input ~ No public input

Secretary's Report ~ Barbara Davis made a motion to approve the minutes of the June 2, 2014 meeting, seconded by Mac Broderick, approved unanimously

Treasurer's Report ~ discussed year-end figures

Library Director's Report ~

Discussed ~ Vacation/sick accrual
Landscaping issues
Pine tree removal
Possible irrigation system for the front garden area
Old Home Day
Town of Hooksett will soon enter into negotiations for the takeover the maintenance and responsibility of Mt. St. Mary's Way

Shelving volunteers are making a significant positive impact on Circulation Staff

Mac Broderick made a motion to authorize Heather Rainier to spend up to \$600.00 for the purchase of a television and cart for the downstairs area, with the balance supplemented by donations, seconded by Tammy Hooker, approved unanimously.

Barbara Davis made a motion to hire Collins Tree Service to remove and stump 3 pine trees in front of the Library to alleviate the pitch problem on the Library's granite sign and patron vehicles, seconded by Tammy Hooker, in the amount of \$750.00, approved unanimously.

Barbara Davis and Linda Kleinschmidt will form an *ad hoc* Landscape Committee to address the garden area between the parking lot and the entrance.

Unfinished Business

Staffing ~ Heather Rainier will update the board of trustees at the next meeting on the format and effectiveness of the Assistant Library Director's remote work schedule. Circulation staff is doing some cross training

Roll call to enter into non-public at 7:05 pm
Unanimous vote to seal the minutes.

Return from non-public at 7:45 pm

HVAC ~ After a walk through by Granite Group, Matt Lavoie, Hooksett Code Enforcement will follow up for some clarification and has agreed to be the point man for future HVAC issues

Budget ~ Highlights
Health Insurance

Subcommittee reports

Personnel ~ will meet at a convenient time for year-end reviews

Policy ~ Deferred to the August meeting

Pay Equity ~ research is on-going but nearly finished, analysis of co hort towns will follow

New Business

Donations ~

Tammy Hooker made a motion to accept donations in the amount of \$187.00
seconded by Barbara Davis, approved unanimously

Donation breakdown ~ Americorps \$100.00, Model T Group \$30.00, Anonymous Gift
\$40.00, Sew Bee \$17.00

Annual report to the town ~ preparing draft for end of June

Children's Room renovation options ~ Friends Group ~ discussion of possible infrastructure
changes and policy/program implementation

Friends Update ~ On-going membership drive

Library Technology Survey ~ deferred to September meeting

Library Ambassador program ~ deferred to July meeting

Tammy Hooker made a motion to adjourn, seconded by Mac Broderick, approved unanimously.
Meeting adjourned at 8:30pm

Next meeting scheduled for Monday August 4, 2014 at 5:30 pm