

## Official Minutes

### Hooksett Public Library Trustees Meeting December 16, 2014 5:30P M

**Call to Order 5:30 pm**

**Members present Mary Farwell, Chair, Mac Broderick, Barbara Davis, Tammy Hooker, and Linda Kleinschmidt**

**Guest: Heather Rainier, Library Director**

#### **Secretary's Report**

**Tammy Hooker made a motion to approve the minutes of the November meeting, seconded by Barbara Davis, approved unanimously.**

#### **Treasurer's Report reviewed**

**Discussion regarding changes to staffing, including hours and benefits.  
Salary range/minimum**

#### **Library Director's Report**

**Attached to these minutes.**

#### **Unfinished Business**

Staffing – Hours and coverage continue to appear appropriate.

#### **Budget 2015-16**

Discussion regarding 2015-1016 salaries and how to best manage the Pay Equity results  
Warrant Article possibility, how do we sell it? Is this the best option to remove the figure out from the overall town budget?

What does the town do with similar situations?

If we have a promising candidate for the open Children's Librarian position, what salary can we offer?

Pay Equity sub-committee to plan a meeting with Dr, Shankle for further clarification of "Governing Body" question that resulted from the December 9, 2014 meeting with the Town Council.

Ladies Night Out scheduled to January 29, 2015. Several vendors already confirmed. Shorter length of event.

Santa-Very well attended and outstanding results

Cawley Builder's Club and advisor volunteered  
150+/- attendees

Activities and games were appropriate.

Other Unfinished Business – Book Sale final results, final results in Director's Report.

**Subcommittee reports**

**Personnel – no report this month**

**Policy – no policy updates at this time**

**Pay Equity – Not sure how to manage the results of the Town Council meeting going forward.**

**Discussion about methods to include the pay equity into either the budget or a warrant article.**

**Non Public** if needed 91-A:3 IIa (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.

**Mac Broderick made a motion to enter into non-public at 7:30, seconded by Tammy Hooker, Roll call unanimously approved.**

**Barbara Davis made a motion to reduce the hours of Martha Simmons, Technical Services Assistant, from 32 to 29 per week to comply with the limits of the Affordable Care Act. This action was recommended by the Hooksett Town Council. Her hourly rate will be adjusted from \$12.24 to \$13.51 per hour, seconded by Mac Broderick, approved unanimously.**

**Tammy Hooker made a motion to come out of Non-public, seconded by Tammy Hooker, approved unanimously.**

**The Board voted to disclose the minutes of the non-public session.**

**New Business**

Donations

|                          |                 |  |
|--------------------------|-----------------|--|
| Sew Bee                  | 23              |  |
| Thirty One Gifts         | 85              |  |
| Model T                  | 30              |  |
| Jonathan Murphy Memorial | 1,793.80        |  |
| <b>TOTAL</b>             | <b>1,831.80</b> |  |

Correspondence – An anonymous donor wrote a letter outlining a series of gardening activities undertaken during the summer of 2014. Recording Secretary to follow up with an appropriate response.

Library Ambassador program – defer to January.

Mac Broderick made a motion to adjourn the meeting at 8:00 pm, seconded by Barbara Davis, approved unanimously.

Next meeting scheduled for January 20, 2015