

OFFICIAL MINUTES
Hooksett Public Library Trustees Meeting
January 20, 2015 5:30P M

Call to Order 5:40

Members present, Mary Farwell, Chair, Mac Broderick, Barbara Davis, Tammy Hooker, 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 December 16, 2014 meeting, seconded by Mac Broderick, unanimously in favor

Tammy Hooker made a motion to approve the minutes of January 7, 2015 seconded by Barbara Davis, unanimously in favor

Mac Broderick made a motion to approve the minutes of the non-public meeting of January 7, 2015 seconded by Tammy Hooker, unanimously in favor.

Mac Broderick made a motion to approve the minutes of the January 14, 2015 meeting, seconded by Barbara Davis, unanimously in favor.

Treasurer's Report – reviewed.

Discussion about van service, no cost savings due to lower gas prices, payroll, health insurance and NH Retirement.

Library Director's Report

HVAC circulators are leaking. One is currently not in use and two are sufficient to run the heat for the building but now another is not working properly so the time has come to look at a different system.

At the suggestion of Matt Lavoie, Code Enforcement Officer, Granite Group has consulted and they recommend we look at high efficiency, on demand circulators. Heather is in the process of gathering three bids.

Current warranty will also be reviewed.

Two employees are applying for para-librarian certification. A NHLA Board reviews a portfolio of professional development. The cost per employee is \$20.00 for members of NHLA.

Budget 2015-16 Discussion centered around final numbers for the budget, and the tax impact per \$100,000 valuation of possible Warrant Article.

February 26 deadline for petition warrant articles with funding attached.

Wait to see what both Town Council and Budget Committee do with our budget request.

Also discussed particulars of budget vs. warrant figures.

TD Bank Affinity Program Tamitha – we need the same number or more of accounts as last year in order to qualify. \$10 for each account affiliated and small % of savings balance. \$50 for each new account affiliated. Tamitha would prefer to get these in smaller chunks (10-15) and not a large bulk.

Ladies Night Out – all set and full. 35 vendors, 6-8. TD Bank sign up will be a good idea here. Mary will contact Tamitha for some sort of hand out.

Library Ambassador Program – We can get this going now because it is fully built and ready. Target larger companies

Library Director Goals (Feb- June) Trustee review are due, we need to get going on this. Mac will send out last year's goals and Heather will forward her last year goals as well.

Subcommittee reports

Personnel – Will schedule a meeting with Heather

Policy – Heather will begin to look at some policies for review.

Pay Equity Mary met with Stephen Hamilton DRA who has provided some guidance.

Mary and Mac will collaborate on language for the Petition Warrant article. Need at least 25 registered voters' signatures. The more support the better.

New Business

Donations

Model T	30.00
Sew Bee	32.00
NHLA Reads Conference	200.00
Eliz. Ferguson Recital	12.26
Meeting Room sub total	274.26
Jonathan Murphy memorial	350.00
Total	624.26

Back up storage option for staff computers – Heather’s computer is backed up using Carbonite. We need back up for the rest of the staff computers as many have sensitive and irreplaceable information. Tammy Hooker made a motion to pay an additional \$140.00 over the current \$130.00 to Carbonite, to back up all staff computers. Seconded by Barbara Davis, approved unanimously.

Library programs for non-residents- At this time it does not seem to be an issue. Heather will continue to monitor.

Tammy Hooker nominated the Hooksett Library as a WZID Great Job! Reward Winner. The library was chosen as a winner and announced on Friday. Fratellos Restaurant will provide a lunch, WZID will contact Tammy with final details.

Non Public 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.

Roll Call - Mary Farwell, yes; Mac Broderick, yes; Barbara Davis, yes; Tammy Hooker; yes, Linda Kleinschmidt, yes.

Entered into Non Public 6:45

Mac Broderick made a motion to leave non-public at 7:50 pm, seconded by Tammy Hooker, unanimously in favor.

Voted not to disclose at this time.

Roll Call - Mary Farwell, yes; Mac Broderick, yes; Barbara Davis, yes; Tammy Hooker; yes, Linda Kleinschmidt, yes.

Tammy Hooker made a motion to adjourn at 8:00pm. seconded by Barbara Davis, unanimously in favor.

Next meeting January 27, 2015

Next monthly meeting February 17, 2015