

Hooksett Public Library Trustees official minutes
November 17, 2015 5:30P M

Present: Tammy Hooker, Mac Broderick, Mary Farwell Barbara Davis and Linda Kleinschmidt.

Guest: Heather Shumway-Rainier Library Director

Call to Order- M. Farwell called the meeting to order at 5:39 pm.

Public Input-none at this time

Secretary's Report- B. Davis made a motion to accept the minutes from the October 20, 2015. Seconded by L. Kleinschmidt. Approved by all. Received a letter from The Sorel's regarding the work they did this year with respect to the library grounds. L. Kleinschmidt to send thank you to them.

Treasurer's Report reviewed

Library Director's Report-Highlights

Town Council has purchased 3 tablets for their use. H. Shumway has offered the services of the library to assist with the training to use the tablets

Sign-problems with the lumens- there is a 5 year warranty Mat has contacted Watchfire. Waiting to hear back from them.

Children's room is currently working on organizing the picture book collection by subject

Committee reports

Personnel-tentative meeting for 12-16-2015, before the Town Council meeting

Policy-deferred

Unfinished Business

Staffing everything is going good

Rug cleaning was completed on 10-20-15. It is recommended that we contact a professional to clean the meeting room one a year. H. Shumway to put in her calendar for April 2016

Elevator it was discussed and H. Shumway to start researching RFP's

HVAC-deferred

Performance data project- H. Shumway met with Katie and will give them data once a year

2016-2017 budget is due to town by 11-20-15. Trustees to present budget on 12-16-15 to town council

Classification of library with respect to HealthTrust -M. Farwell met with Dean. We will be part of the town even though we have our own tax id number.

Library Journal Small Library of the Year contest-we all agree that we should work towards this. Applications are due by September 8, 2016 and represent 2 years of achievement.

Library goals -M. Broderick to work on a tagline for the library

New Business

Acceptance of donations-received the following donations:

Sew Bee	\$24.00
Lions Club	\$20.00
Jeannette's Girls	\$8.00
Model T Club	\$30.00

Total \$82.00 B. Davis made a motion to accept the above donations. Seconded by L. Kleinschmidt. Approved by all

Jonathan Murphy Memorial Fund \$950.00 B. Davis made a motion to accept the above donations. Seconded by L. Kleinschmidt. Approved by all

S.T.E.A.M program-B. Davis made a motion to approve up to \$500 for additional products for the program. Seconded by M. Broderick. Approved by all.

Quarterly Financial Reports were reviewed.

91-A info H. Shumway will bring the signature page for trustees to sign at the December meeting.

Other new business

B. Davis brought to the board ideas regarding The Friends group and ideas to increase membership such as no late fees. Trustee's agreed it would be something to present to at the next Friends business meeting.

Book sales-Fiscal year 2015 \$3895.00 annual; \$337.00 bake sale; \$2026.00 ongoing

Book Sales-Fiscal year 2016 \$3115.00 annual; \$348.25 bake sale; \$1066.00 ongoing YTD

Next meeting to be held on 12-8-15 at 5:30 pm at the Library

M. Broderick made a motion to adjourn the meeting at 7:40. Seconded by T. Hooker

Approved by all.