

Hooksett Public Library Trustees Unofficial minutes
October 20, 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 5:32 pm.

Public Input-none at this time

Secretary's Report- M. Broderick made a motion to accept the minutes from the September 15, 2015. Seconded by L. Kleinschmidt. Approved by all. B. Davis abstained

Treasurer's Report was reviewed. .
Library Director's Report-We will present our budget to Town Council on 12-16-15
H. Shumway received two letters from patrons for Mark Glisson & Mat Bose regarding their services for helping a patron with technology issued and the classes they offer
Fall decoration in front of the library is courtesy of Jeff (Heather insert last name)

Committee reports

Personnel will schedule a meeting
Policy to be reviewed by H. Shumway and staff first. Once received they will be brought to the board

Unfinished Business

Staffing all is well

Rug cleaning-We received estimates from Soil Away to clean the Herbert Room & Village Depot for \$950. B. Davis made a motion have Soil Away clean the carpet. Seconded by L. Kleinschmidt. Approved by all.

HVAC-M. Glisson would like to contact Control Technology to have them change the date on the control panel after day light savings.

Jonathan Murphy celebration was well attended.

Performance data project H. Shumway to meet with Katie at Town Hall to see the actual form and will report to the board in November

FMLA letter for Library Director has been filed in her personnel file
2016-2017 budget will be presented to the Town Council on 12-16-15

Classification of library with respect to Healthtrust-deferred until November meeting

Library Journal Small Library of the Year contest-a sub-committee has been formed: M. Farwell and M. Broderick

Library goals deferred

New Business

Acceptance of donations

B. Davis made a motion to accept the following donations:

Sylvia & Ingo Hartmann	\$150.00
CM Rutter (in memory of Jane Potter)	\$25.00
Terry's Knitting Circle	\$12.25
Model T	\$60.00
NH Tops	\$75.00
Sew Bee	\$18.00

Seconded by M. Broderick. Approved by all.

Revision of requirements for public hearing for donations-Unanticipated revenue – RSA 31:95-b, III (a) = any money's over \$10,000 require Public Hearing prior to council accepting RSA 31:95-b, III (b) = any money's under \$10,000 require acceptance at any council meeting, must be noted in minutes RSA 31:95-e, II = any property (other than money), if the value is over \$10,000 there must be a public hearing to accept.

This is a change from \$5000 to \$10,000.

Bulletin Boards looking to install in the near future by the back entrance

Other new business

Sign-M Farwell noticed that the sign is darker at different times of the day. H. Shumway is to check on the lumens.

Elevator-H. Shumway received a report from Pine State Elevator outlining some safety concerns due to the age of the elevator. M. Farwell made a motion that we should close the elevator for human use while we investigate options. Seconded by L. Kleinschmidt

M. Farwell made a motion to enter into non-public at 6:47 pm. Seconded by B. Davis.

Roll Call vote to enter nonpublic session:

Mary Farwell	Y
Linda Kleinschmidt	Y
Tammy Hooker	Y
Barbara Davis	Y
Mac Broderick	Y

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.

Exited non-public at 7:26.

The Trustees decided to seal the minutes from the non-public.

Next meeting to be held on 11-17-15 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.