

Hooksett Public Library Special Trustee Meeting
June 9, 2015 5:30P M
Official minutes

Present: Tammy Hooker, Mac Broderick, Barbara Davis, Mary Farwell and
Linda Kleinschmidt
Guest: Heather Shumway, Director

Call to Order- M. Farwell called the meeting to order at 5:34 pm

Public Input There was no public input at this time

Secretary's Report. M. Farwell clarified that the May 28, 2015 minutes need to clarify that the \$2500 for the wireless network router will be funded by the public communication account

B. Davis made a motion to accept the minutes from the May 28, 2015 minutes. Seconded by M. Broderick. Approved by all. L. Kleinschmidt abstained

Treasurer's Report-end of year was reviewed

Library Director's Report

H Shumway has received a request from the Kiwanis for the "Book it to the Library" on September 19th, 2015. The annual 5K will end at the library. B. Davis made a motion to host the event. L. Kleinschmidt seconded. Approved by all.

Unfinished Business

Staffing-Annual reviews have been given to all staff

Budget 2014-2015 The board discussed the excess in the health insurance line from the savings when the library was understaffed because of the lack of a full time children's librarian. M. Farwell suggested that we return \$3500.43 to the Town of Hooksett. M. Broderick made a motion to return the excess. Seconded by L. Kleinschmidt. Approved by all.

Updates- facility Issues-Circulators to be installed on Thursday, June 11th & Friday, June 12th.

Non Public

M. Farwell made a motion to enter into Non Public RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include 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.

Seconded by M Broderick

Roll call vote to enter into nonpublic session

Roll Call vote: M. Broderick Yes; M. Farwell Yes; T. Hooker Yes; B. Davis Yes; L. Kleinschmidt Yes

Entered into non-public session at 6:32 pm

M. Farwell announces we are now back in public session at 7:24 pm. We voted during the non-public to seal the minutes labeled Non Public I dated June 9, 2015 of that session because it is determined that divulgence of this information likely would affect adversely the reputation of any person other than a member of this board.

M. Farwell also announced that we voted during non-public to disclose a portion of the minutes from the May 28, 2015 non-public meeting:

1. The board voted to change the classification from part time to temporary full time assignment for Martha Simmons from June 15 thru 4 weeks after HS returns from her maternity leave. This will elevate anticipated additional staff shortage due to the library director's maternity leave. M. Simmons accepted the temporary full time position
2. The board voted to increase the staff salaries from the pay equity warrant article that passed on May 12, 2015 effective June 1, 2015. The board will fund this from the savings from not filling the children's librarian position in a timely manner due to salary constraints.
3. The board voted to increase Mat Bose, Assistant Library Director Salary an additional \$100 a week effective when H. Shumway goes out on maternity leave until 4 weeks after H. Shumway returns.
4. The board reviewed the opinion that was received from our attorney, Katherine DeForest at Sulloway & Hollis. We have no further questions for her at this time.

We will now move on to the next item of business.

New Business

2015-2016 budget was reviewed pending the maternity leave of the library director.

Eagle Scout Project-Joey Mariano will be completing a story walk at Donati Park.

Cobblestones from past library projects. B. Davis made a motion to give the cobblestone to Parks & Rec to be used at The Pinnacle. Seconded by L. Kleinschmidt. Approved by all.

LiveStream project-The board discussed the proposal from Adam Godbout. B. Davis made a motion to hire Adam Godbout for the LiveStream for the Hebert meeting room & Village Depot meeting room for up to \$1500 for materials. Seconded by M. Broderick . Approved by all. Adam is donating his time to the library to install the system.

Shelving in the lobby. B. Davis made a motion to accept the proposal from Tucker Interior in the amount of \$700 for the shelving for the family video collection. Seconded by L. Kleinschmidt. Approved by all. This will be funded by the TD Affinity Grant from 2013

Next meeting to be held on July 21, 2015 at 5:30 pm at the Library.

B. Davis made a motion to adjourn the meeting at 7:45 pm. Seconded by M Broderick
Approved by all.