

Official Minutes  
Hooksett Public Library Trustee Meeting  
July 12, 2016 5:30 PM

In attendance: Mary. Farwell, Barbara. Davis, Tammy Hooker, Linda Kleinschmidt and Mac Broderick.  
Guest: Heather Shumway

Call to Order

M. Farwell called the meeting to order 5:35 pm.

Public Input none at this time

Election of Officers

Chair- B. Davis made a motion to elect M. Farwell as Chair. Seconded by L. Kleinschmidt.  
Approved by all.

Vice Chair-M. Farwell made a motion to elect M. Broderick as Vice Chair. Seconded by B. Davis. Approved by all

Secretary- B. Davis made a motion to elect T. Hooker as Secretary. Seconded by L. Kleinschmidt. Approved by all

Treasurer-L. Kleinschmidt made a motion to elect B. Davis as Treasurer. Seconded by T. Hooker. Approved by all.

Policies- M. Farwell made a motion to elect L. Kleinschmidt as Policy coordinator.  
Seconded by B. Davis. Approved by all

Secretary's Report B. Davis made a motion to accept the minutes from the June 14, 2016 meeting. Seconded by L. Kleinschmidt. Approved by all.

Treasurer's Report-year end 2015-2016 has balanced and closed for the year.

Library Director's Report was reviewed

Committee reports

Personnel- will be meeting 7-21-16 at 6:00 pm to review personnel files

Policy-none to review at this time

Meeting Room-deferred

**Unfinished Business**

Elevator- having difficulty coordinating everything with Stanley Elevator and participants involved. Start date 8-1-16. We have received a letter from Dept. of Labor and we have received a fine for \$100. Stanley Elevator will pay the fine. We will close the back door entrance during the renovations for up to 5 weeks.

Family Place – H. Shumway has contacted Pro-Con and he recommend an engineer consultant. They are planning on a meeting sometime next week.

Yoga training- G. Larochelle is currently taking training and has planned programs for the future.

Other unfinished business

Picture book reorganization is completed, nearly 2000 items were moved into subject categories.

Credit Card-B. Davis made a motion that the library add M. Bose to the library credit card for him to use to purchase library supplies. Seconded by L. Kleinschmidt.  
Approved by all.

## **New Business**

Acceptance of donations

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

Jeanette's Knitters	\$8.00
Sew Bee	\$28.00
Model T	\$30.00
Waldecker	\$100.00
Stand by Me	\$100.00
Sister's Organizations	\$20.00

Total \$286.00

Seconded by L. Kleinschmidt. Approved by all.

Budget -2016-2017 was reviewed

Statistics for town council packet list-deferred

Roadway issue with Mt. St. Mary's Condo Association-M. Farwell & H. Shumway, D. Shankle, Town Administrator & J Donison, Town Engineer meet to discuss their concerns with roadway repair and the steam pipe running underneath the parking lot. It was discussed that the town would pave in front on Mt. St. Mary's

Annual Report narrative is due at the end of the month. H. Shumway will have it completed by the end of the week.

Microphone reception upgrade- meeting room L. Kleinschmidt made a motion to accept the proposal from CompleteAV for the amount \$1740.00. Seconded by B. Davis. Approved by all. H. Shumway to confirm if this includes any type of warranty. This repair will fix the feedback and poor quality while using the lavaliers and wireless microphones.

Master Plan report H. Shumway will have it completed by Wednesday, July 20, 2016.  
Social media and marketing -deferred  
Other new business

Next meeting to be held on Tuesday, August 16, 2016 at 5:30 pm at the library

M. Broderick made a motion to adjourn at 8:00 pm Seconded by B. Davis Approved by all.

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