

Library Trustee Meeting
July 16, 2013
Dearborn Redden Room
6:30 p.m.

The meeting was called to order at 6:40 p.m. by Linda Sadlock (Chair). In attendance were Mary Lou Heran (Treasurer), Mark Hughes (Co-Treasurer), Diane Crow (Alternate) voting for absent secretary Bob Lamothe, and Library Director Amanda Reynolds Cooper. Richard Laskey (Vice Chair) was absent.

A. Call to Order

B. Officer's Report

- a) Secretary- June minutes were accepted with correction and placed on file
- b) Chairperson- Richard Laskey's resignation was accepted. Mark moved to have the Board of Selectmen appoint Diane Crow as Trustee. Mary Lou seconded. AIF. Motion carried. Diane will also serve on the Personnel Committee. A letter from a patron praising the Teen Services Librarian was read.
- c) Treasurer – June and July placed on file

C. Reports—Placed on file

- a) Director
 - i) Financials
- b) Public Services
- c) Children's Services
- d) Teen Services
- e) Tech Services

D. Old Business

- a) Personnel
- b) Finance
 - i) CIP
Amanda will complete standard CIP form and attend the upcoming CIP meeting on 9/9/13.
- c) Building
 - i) Plan for addition. Amanda has met with SAU 90 Superintendent.
- d) Other-
 - i) Long Term Goals - Amanda distributed copies. To be discussed next month.
 - ii) Hours during 375th Weekend- Mary Lou moved that the library be open on Saturday, Aug. 10th from 9-1. Mark seconded. AIF. Motion carried.

E. New Business

- a) Personnel
 - i) Pending resignation in Children's Services
- b) Finance-The following were approved on a motion by Mary Lou, which was seconded by Mark. AIF. Motion carried.
 - i) -Approve transfer and use of income from Jan-Jun 2013
-Transfer \$1,091 in donations from Trustee accounts
-Approve use of \$1,674 in Lost Books, Reimbursements, and Book Sales
 - ii) 2014 budget- Mary Lou moved we abolish steps and give a 2.5% default increase or a 3% increase and create a merit based system for 2015 with pool of money approved during budget process annually as voted by the board. Mark seconded. AIF. Motion carried.
 - iii) 2014 budget- Mary Lou moved we abolish steps and give a 2.5% default increase or a 3% increase and create a merit based system (for 2015) with **anticipated** pool of money (approved during budget process annually as) voted by the board. Mark seconded. AIF. Motion carried.
- c) Building
- d) Other
 - i) RSA 91A:2 III (b) emergency meeting guidelines
 - ii) Internet use policy

- F. Friends Report--** The Friends are looking for 2 new board members for 2013-2014: treasurer and membership. Upcoming events: August 9th-11th, Hampton's 375th Anniversary Celebration; November 20th-23rd, Fall Book Sale; Ocean Gaming Benefit Dates: August 12th, September 17th, October 18th and November 16th.
- G. Acceptance of Donations** - \$1,425.00. In addition, Mark moved we accept \$1000 from the Friends for the Children's Summer Reading Program. Mary Lou seconded. AIF. Motion carried.
- H. Summary of Decisions Made** - Recommended that Diane fill vacant position on the board. The library will close half a day on August 10th. Money transfer authorized. Budget was approved. Donations were accepted.
- I. Next Meeting-** Tuesday 8/27
- J. Adjournment-** 8:55 on a motion by Mark, seconded by Diane and approved by all.

Submitted by Diane Crow