

Hooksett Public Library Trustee Meeting  
Unofficial minutes  
June 14 , 2016 5:30 PM

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

Guest: Heather Shumway-Rainier Library Director

Call to Order M. Farwell called the meeting to order 5:40 pm.

Public Input none at this time.

Secretary's Report B. Davis made a motion to accept the minutes from the May 17, 2016 meeting. Seconded by M. Broderick. Approved by all. L. Kleinschmidt abstained.

Treasurer's Report was reviewed ending May 31, 2016

#### Library Director's Report

- Chimney work will be started on June 16, 2016. H. Shumway-Rainier to have The Chimney Specialist write up a report regarding what they completed.
- Soil Away cleaned the carpet upstairs and did a really good job.
- Website-staff reviewed websites and completed a template of items they would like to see for the new website.
- Non-resident letters were mailed out to 86 standard non- resident accounts & 16 GMILCS town resident accounts.

#### Committee reports

Personnel-reviews have been completed.

#### Policy

Proctoring-B. Davis made a motion to accept changes as made. Seconded by L. Kleinschmidt. Approved by all.

#### Meeting Room-deferred

Friends updated trustees on the status of the group.

#### **Unfinished Business**

Elevator- estimated completed time mid Sept.

Family Place – H. Shumway-Rainier & Grace to sketch out their ideas for the room. H. Shumway to make contact with a local Hooksett company to see if they can assist in drawing up the plans

Yoga training- H. Shumway-Rainier is pursuing funds from NHLA continuing education fund

TD Bank Affinity Program –check presentation June 28<sup>th</sup> at the Squam Lake event.

Library goals deferred

Tagline – M. Broderick is working on. It was suggested that H. Shumway-Rainier put a question on the chalk wall describing the library in 3 words or less.

**New Business**

Acceptance of donations

Great Woods Condo Assoc	150
Model T	30
TOPS	75
Sew Bee	25
Bible Talks-Alice Burgess	100
Jeanette's Knitting	11
Thirty One Gifts	85
<b>April</b>	
<b>TOTAL:</b>	<b>\$476</b>

B. Davis made a motion to accept April Donations. Seconded by L. Kleinschmidt. Approved by all.

Model T	30
Sew Bee	18
Jeanette's Knitting	14
Bead Society of NH	12
<b>May</b>	
<b>TOTAL:</b>	<b>\$74</b>

B. Davis made a motion to accept May Donations. Seconded by L. Kleinschmidt. Approved by all.

Budget-The Trustees will be returning \$13,857.00 to the Town of Hooksett. This is the difference between the budgeted health insurance and the actual cost for the family plan for the vacant position for the budget year 2015-2016.

Preliminary budget was reviewed 2017-2018

Kiwanis Road race-to be held on September 17, 2016-Book it to the Library. L. Kleinschmidt made a motion to allow the Kiwanis to use the library. Seconded by M. Broderick. Approved by all

Credit card service ( Library accepting for payment) L. Kleinschmidt made a motion to allow H. Shumway to proceed with credit card participants with GMILCS for a trail period of one year at the annual fee of \$800.00 a year. Seconded by B. Davis. Approved by all.

Statistics for town council packet list-H. Shumway-Rainier shared some statistics from our library as well as our cohort libraries.

Roadway issue with Mt. St. Mary's Condo Association-M. Farwell & H. Shumway-Rainier to meet with Dean Shankle regarding issue.

Other new business

Dream Team-was formed to help assist the library with special projects.

Trustees discussed that we will follow the Town of Hooksett regarding the increase in salaries from the May election 2016.

M. Farwell made a motion to enter into non-public at 7:31 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. (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to 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.

Exited non-public at 7:43 pm.

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

Next meeting to be held on July 12, 2016 at 5:30 pm at the Library.

B. Davis made a motion to adjourn the meeting at 8:30 pm. Seconded by L.Kleinschmidt

Approved by all