

Official Minutes  
Hooksett Public Library Trustee Meeting  
December 13, 2016 5:30 PM

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

Guest: Heather Rainier-Library Director

Call to Order M. Farwell called the meeting to order 5:36 pm

Public Input

Secretary's Report B. Davis made a motion to accept the minutes from the November 15, 2016 meeting. Seconded by L. Kleinschmidt. Approved by all.

Treasurer's Report-was reviewed for month ending November 2016.

Library Director's Report-

Pro-Con of Hooksett is donating a 12' x 80' section of unused carpet for the NH Room, Lilac Bridge Room and the GMILCS office. H. Rainer is obtaining estimates for installation and a sample of the carpet.

The boiler shut down over the weekend and Mark called Paradigm. They did order a part and repaired it on Monday and the library has heat.

Committee reports

Personnel will be meeting on Friday the 16th.

Policy-Personnel manual to be reviewed in January.

Friends will be meeting on Tuesday the 20<sup>th</sup>

**Unfinished Business**

Staffing-Part time circulation clerks have accepted the open positions.

They will be starting as soon as back ground checks and pre-employment physicals and drug screens come back.

Website went live on 12-4-16. We are very pleased with the outcome of the new design and all the hard work the staff put into designing it.

Family Place – first session has been completed and was successful.

Next one to be held in the Spring 2017.

Children's Room renovation- H. Rainer to schedule a meeting with designer and sub-committee for January.

Book sale- final figures will be ready next month after the Friends meeting.

**New Business**

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

Sew Bee \$15

Model T \$30

Seconded by L. Kleinschmidt. Approved by all.

Other new business

Motion to enter Nonpublic Session made by M. Farwell seconded by B. Davis

Specific Statutory Reason cited as foundation for the nonpublic session:

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.

Roll Call vote to enter nonpublic session:

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

Entered into nonpublic at 6:52 pm.

Exited nonpublic at 7:12 pm

M. Farwell announced that we would not disclose the non- public minutes at this time. Now on to other new business.

Other New business

Nonresident digital resources card -will provide nonresident accounts for the library’s digital resources such as eBooks and on line tools such as [lynda.com](http://lynda.com) and other databases for an annual fee which shall be half the current annual nonresident fee which at this time is \$30. B. Davis made a motion to accept the addition to the Circulation Policy. Seconded by L. Kleinschmidt. Approved by all.

3D Printer roll out will be a soft launch. Rolling out to library groups for now and holding special workshops. Will open up for printing requests within the next few weeks.

Next meeting on Tuesday, January 17, 2017

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