

Unofficial Minutes
Hooksett Public Library Trustee Meeting
March 13, 2017 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 5:37 pm

Public Input

Secretary's Report B. Davis made a motion to accept the minutes from the February 16, 2017 meeting. Seconded by L. Kleinschmidt. Approved by all.

Treasurer's Report was reviewed ending February 2017

Library Director's Report was reviewed

Meeting room-was discussed as request are sky rocking. It was deferred until the policy is reviewed at staff level and brought back to the trustees.

Committee reports

Personnel-meeting was held and discussed staffing

Policy

Vacation policy was discussed. B Davis made a motion to change our vacation accrue to:

From start to end of year 5=10 days

start of 6 thru end of 10th year=15 days

start of 11th year on=20 days

Year start will be based on anniversary of employment date.

Seconded by L.Kleinschmidt. Approved by all.

Friends -will hold a Red Sox's raffle ticket to be drawn on May 6th.

Unfinished Business

Staffing-H. Rainier will write up children's assistant position job posting March 21, 2017. Will send trustees a draft before posting.

Facility Issues -Will have roof inspection done in the next couple of months. H. Rainier has contacted maintenance at town on a couple of issues.

Children's Room renovation- B. Davis made a motion to have Stibler Associates LLC do a CAD design of the whole first floor. Seconded by M. Broderick Approved by all.

Date to meet with Town Council and content of presentation-May 10, 2017

Letter from Mt. Saint Mary Board-The Library received a letter from the board of Mt Saint Mary. The letter discussed the road in front of the Condo. Letter was forwarded to Dean Shankle, Town Administrator which will forward to the town attorney for review.

Communications with the town: M. Farwell discussed with Dean Shankle that some communications were sent to the town regarding the library and was not forwarded to us. Mr. Shankle recommended that H. Rainier bring this to the attention at the next department head meeting. It was suggested that H. Rainer email the department heads and Dean Shankle.

Other unfinished business

New Business

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

Intn. Nepalese Lit Society	\$50.00
Model T	\$30.00
Thirty One Gifts	\$25.00
Sew Bee	\$14.00

Seconded by M. Broderick. Approved by all.

Sam & Ruth Knowles donated "Mt.Denali "image for the library 's permanent collection. The trustees accepted the donation.

Affinity as January base line was 525 and currently 548 on checking accounts
\$5,094,223 base line for savings and currently at \$5,438,128. Affinity ends April 30, 2017.

Impact fees-deferred

Strategic Plan- deferred

Other new business

M. Farwell made a motion to enter into non-public at 7:21 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 if needed 91-A:3 Ila (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 nonpublic at 7:48 pm

M. Farwell announced that the trustees voted to not disclosure the minutes from the nonpublic at this time.

Next meeting on Tuesday, April 11, 2017 at 5:30 pm at the library

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