

Hooksett Public Library Trustee Meeting
Official Minutes
May 28, 2019 5:30 PM

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

Guest: Heather Rainier, Library Director

M. Farwell called to order at 5:35 pm

Public Input none at this time

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 if needed 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. II(b) The hiring of any person as a public employee. ,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.

Roll Call vote to enter nonpublic session:

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

Entered into non-public at 5:40pm

Exited nonpublic at 7:20 pm

M. Farwell announced that we would not disclose the non-public minutes at this time.

M. Farwell announced now on to other new business

New Business:

Discussion regarding the purchase of blinds for the meeting rooms. B. Davis made a motion to approve \$4000 for the purchase of shades with remote for the meeting rooms to cut down the light bleed for the AV system. Seconded by L. Kleinschmidt. Approved by all.

Discussion was held regarding cleaning of the carpets upstairs and the meeting rooms. We also discussed the cleaning tile floor downstairs. L. Kleinschmidt made a motion to expend up to \$3600 clean the carpets & tile floor

Meeting room \$1339

Upstairs high traffic areas \$1148

Tile Floor cleaning \$1087

Seconded by B. Davis. Approved by all.

Library will be closed on July 5 to have the carpet & tile floors cleaned.

Discussion was held regarding replenishing the vacation, sick and accrued account.

M. Broderick made a motion to expend \$2500 for the vacation, sick & accrue account.

Seconded by B. Davis. Approved by all

Apple Trees-T. Hooker contacted Brian at Fox Croft Fruits regarding the planting of apples trees at the recommendation of Mike Sorel. Fox Croft Fruits is not able to provide a certificate of insurance. T. Hooker informed the board and at this time she cannot recommend that we use Fox Croft Fruits since they are not properly insured. It is a requirement that all contractors that conduct business at the library be able to provide a certificate of insurance. The board discussed they like the idea of planting apple trees and will continue to research other vendors.

Adult & Information Services Librarian-Per the recommendation of the Town of Hooksett's Administrative Services Coordinator, Donna Fitzpatrick the Adult & Information Services Librarian would be FLSA exempt. The Administrative Services Coordinator actually stated "She would be concerned if we did not make this position FLSA exempt. The board agreed to follow the recommendation of the Administrative Services Coordinator.

Technical Services Librarian position-after the trustees reviewed the Fair Labor Standards Act (FLSA) and the job description of the Technical Services Librarian it was determined that this position would be FLSA exempted. This will take effective on May 26, 2019.

Schedule of upcoming meetings:

June 11, 2019 at 5:30 pm

B. Davis made a motion to adjourn the meeting. Seconded by L. Kleinschmidt. Approved by all
Meeting adjourned at 8:05 pm