

LIBRARY TRUSTEES' MEETING
May 16, 2008

PRESENT: Rosemarie Hartnett, Martha Breen, Sally Gilman, Eleanor Strang, Jean Williams

Mrs. Hartnett called the meeting to order at 3:40 PM.

MINUTES

On a motion by Mrs. Gilman, seconded by Mrs. Breen, the trustees voted unanimously to accept as printed the minutes of the meetings of April 24, April 28, and April 30, 2008.

TREASURER'S REPORT

The director reported that the balances in the trustees' accounts were as follows: \$12,604.27 in the checking account; \$4,894.34 in the Marois account; and \$11,992.55 in the Certificate of Deposit, for a total of \$29,491.16. She indicated that there were five bills to be considered for payment from trustee funds: \$60.00 to renew the pass to the N.H. Historical Museum; \$150.00 to renew the pass to the SEE Science Center; \$350.00 to renew the pass to the Children's Museum of Portsmouth; \$200.00 to purchase a pass for Zoo New England; and \$640.00 for the AccuCut machine and one set of dies. As discussed at the April 24, 2008 meeting, the cost of the AccuCut machine and dies would be regarded as coming from the Kiwanis' gift of \$1,000.00, which had been deposited into the trustees' account. On a motion by Mrs. Gilman, seconded by Mrs. Breen, the trustees voted unanimously to pay these five bills, totaling \$1,400.00, from trustee funds.

The director distributed printouts showing expenditures from the Operating Budget as of April 30, 2008. The printouts showed that 30.5% of the Operating Budget of \$1,430,639 had been spent at that point, which was 33% into the fiscal year.

NEW BUSINESS

The only item of New Business was a request from a patron in an April 30 letter to book the Quiet Study for fifteen minutes for three people. Based on the very short amount of time requested and the small number of people, the trustees, on a motion by Mrs. Breen, seconded by Mrs. Gilman, voted unanimously to grant this request.

DIRECTOR'S REPORT

The director reported that..

- The contractor who will do the extensive waterproofing of the elevator pit has re-scheduled the work, which is anticipated to take three days, from May 12-14 to May 20-22.
- The new Permit to Operate the underground oil tank has been received and is good until April 30, 2013. The cost of all the work that had to be done to meet new requirements and to address the issue with the monitoring system will be over \$6,000. The director offered to ask the Town Manager if the cost could be paid from the town's fund designated for work on town oil tanks, and the trustees agreed that, since the work was unanticipated and not funded in the library's budget, she should do so.
- The repointing and other work on the chimney has been scheduled for next week.
- The process of profiling the Kelley Library's specifications in preparation for the migration of the GMILCS consortium to the Polaris Integrated Library System will take place on May 20. The actual migration is scheduled for late August and the "go live" date is August 27.

OLD BUSINESS

The only item of Old Business was the selection process for the new director. The trustees and administrators discussed the questions to be asked in the finalist interview. Mrs. Gilman, seconded by

Mrs. Breen, moved that the trustees go into non-public session under RSA 91-A:3 II (b) (the hiring of any person as a public employee). Mrs. Hartnett asked for a roll call vote: Mrs. Gilman voted in the affirmative, Mrs. Breen voted in the affirmative, and Mrs. Hartnett voted in the affirmative. The motion passed and the trustees went into non-public session at 4:25 PM. The trustees went back into public session at 6:20 PM.

TRUSTEE MATTERS

Mrs. Hartnett thanked the director and assistant director for all their work on the recruitment process for the new director.

DATE AND HOUR OF NEXT MEETING

The next meeting was scheduled for Monday, June 2, 2008 at 4:00 PM at the library. On a motion by Mrs. Gilman, seconded by Mrs. Breen, the trustees voted unanimously to adjourn at 6:25 PM.

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Respectfully submitted,

Eleanor Strang, Director