

Meredith Public Library – Board of Trustees

Approved As Amended March 23, 2010

Minutes of the Library Board of Trustees Meeting – Tuesday, February 9, 2010

Trustees present: Laurie Brothers, Ann Butler, Vickie Carty, Paul Eldridge,
Maribeth McEwan, Duncan McNeish

Absent with notice: Rhetta Colon

Others present: Erin Apostolos, Director; Judy Hodges, Assistant Director; Jessie Wright, Children's Librarian, Danielle Scott, President, Friends of the Meredith Public Library; Robert Scott; Meredith Butler

Chair Paul called the meeting to order at 5:02 p.m.

Prior to tonight's meeting, members of the trustees, staff, the Scotts and Meredith toured the Baptist Church property, which is adjacent to the library. Ideas for utilization of the property were discussed. After discussion, the Scotts, Jessie and Meredith excused themselves from the remainder of the meeting.

Secretary's Report: Duncan moved that the minutes of the January 12, 2010 Public Hearing on the Bequest of Alexander P. Nichiporuk be approved as presented. Maribeth seconded the motion. Vote was unanimously in favor. Duncan also moved that the minutes of the regular meeting of the board held on January 12, 2010 be approved; Maribeth seconded the motion, which passed unanimously. Ann moved and Laurie seconded the motion to table the minutes of the Special Meeting of January 21, 2010 until next month's meeting. Vote was unanimously in favor.

Treasurer's Report: Duncan informed the board of current receipts and expenditures. He also related that Trust Funds were down \$3,600.00.

Director's Report:

New Hire Holly Raus

Currently Holly has classes on Tuesdays, but she is looking forward to meeting the board.

Clock Tower Repair

Duncan moved that we hire Tim Therrien, Chimney Restoration Group of New England, Inc., Belmont, NH to repair the mortar and brickwork that has been damaged over the years as a result of normal weather-related wear and tear, and that we provide 50% of the \$6,642,00 cost up front. Laurie seconded the motion, which passed unanimously. Insurance reimbursement may reduce the bottom line cost. Erin will also apply for a restoration grant. Repair work will commence Monday, February 15, 2010.

2009 Budget Update

Duncan met with Brenda Vittner and, as soon as the town settles on its budget, encumbrance monies due the library will be deposited in the library treasury.

2010 Budget Update

Concerns about health benefit increases were discussed. The contract for health care provisions for personnel expires June 30, 2010. The board will revisit this issue

2010 Proposed Library Holidays and Closings

After discussion of the proposal, Duncan moved that we accept the proposal as presented; Ann seconded the motion, which carried unanimously. The following is the approved list of Library Holidays and Closings:

- Monday, January 18, 2010 Civil Rights Day
- Monday, February 15, 2010 Presidents Day
- Wednesday, March 10, 2010 Town Meeting (Closing Time 5:00 p.m.)
- Monday, May 31, 2010 Memorial Day
- Monday, July 5, 2010 Independence Day
- Monday, September 6, 2010 Labor Day
- Monday, October 11, 2010 Columbus Day
- Thursday, November 11, 2010 Veterans Day (Library Closed)
- Thursday, November 25, 2010 Thanksgiving Day (Library Closed)
- Friday, November 26, 2010 Day After Thanksgiving (Library Closed)
- Friday, December 24, 2010 Christmas Eve (Library Closed)
- Saturday, December 25, 2010 Christmas Day (Library Closed)
- Friday, December 31, 2010 New Year's Eve (Library Closed)
- Saturday, January 1, 2011 New Year's Day (Library Closed)

Program Highlights

Erin distributed a handout recapping 2009 programs presented to adults, young adults, and children as well as numbers on how many patrons participated.

Old Business:

Chair Lift Update

As soon as Paul receives an evaluation of the beam issue from Christopher P. Williams, Architects and puts a written evaluation in the hands of Garaventa representative Mike Doyle, the installation of the chair lift can commence. Also, Inter-Lakes Builders/ Pelzar Brothers has presented a bid, not to exceed \$4, 500.00, to begin structural preparation of the stairwell for the chair lift installation. Vickie moved that we accept the hourly rate bid (not to exceed \$4,500.00). Maribeth seconded the motion, which was approved unanimously.

Personnel Policy Update

Erin, Laurie and Vickie will meet this month to draft a personnel policy for the library. After reading the Town of Meredith Personnel Policy Manual, other trustees should e-mail their input to Erin prior to February 18.

Carpentry Work Update

We have contracted TimberHawk Carpentry to complete work on the closet, stair railing and office door. Duncan moved that we approve the amount of \$792.26 for said service. Maribeth seconded the motion. Vote was unanimously in favor.

Baptist Church Update

Board members advised that a feasibility study should be done, as well as an appraisal of the 1/3-acre property. Erin will compile a conceptual study of how best to utilize the church property. Library staff, the trustees and Friends' group should get their comments and suggestions to Erin as soon as possible, preferably within the next seven days.

Education Policy Revisited

The Staff Compensation for Professional Development Coursework Policy has been amended to comply with State Law and also the provide feedback to the trustees. It was moved by Maribeth and seconded by Duncan that the Board accept the revisions. Vote was unanimously in favor.

Alexander P. Nichiporuk Memorial Fund/ Policy Statement

This item will be revisited at the March 23, 2010 meeting.

There being no New Business, Chair Paul called for a motion to adjourn at 6:15 p.m. It was so moved by Duncan and seconded by Maribeth. The motion carried unanimously.

The next regularly scheduled meeting of the Library Board of Trustees will be held Tuesday, March 23, 2010 at the Meredith Public Library at 6:00 p.m.

Respectfully submitted,

Victoria A. Carty, Secretary
Meredith Public Library Board of Trustees