

New Durham Public Library Trustees' Meeting

February 6, 2018

At the New Durham Public Library

**Members present:** Lee Newman, Laura McCarthy, Rich Leonard, Bill Kendrick

Others present: Cathy Allyn, Library Director

**Call to Order:** Lee Newman called the meeting to order at 7:04 PM

**Public Input:**

There was no public input.

**Approval of Minutes:**

Rich Leonard made a motion to accept the minutes of the November, 2017 as written. Bill Kendrick seconded. The motion was passed unanimously.

**Financial Report:**

Submitted by Rich Leonard, Treasurer.

All accounts were reconciled and balanced.

Trustees account received \$1,000.00 from the Burtman Trust. A thank you note was sent by the Secretary. The account balance was \$15,000.76.

The operating account balanced at \$3,751.25

Lee Newman made a motion to accept the financial report. Laura McCarthy seconded and the motion passed unanimously.

**Director's Report:**

Director's Report and Informational Items

January 2018

For month of December 2017

The Friends' Holiday Party was a smashing success. The 46 raffle items brought in \$975.

The Town will supply the non-corrosive de-icer necessary for the concrete walkway. Areas of the patchwork are already crumbling, before the de-icer was applied.

Guitar lessons on Monday are a nice addition.

Snow days on Tuesday, Dec. 12 and Saturday, Dec 23.

Outreach magnets have arrived. They will be given to doctors' offices for dispersal.

Spaulding Hill IT added memory to the front desk computer to improve performance.

Sheryl, Annie, Nichole and I attended the Town Employee Holiday Luncheon.

The yearly attendance, Items, Ebooks and total Circulation have increased from previous years.

#### Director's Report and Informational Items

February 2018

For the month of January 2017

Clay classes began for Story Poles project with an excellent response.

Snow days 1/4/18, 1/17/18 and 1/23/18.

Date for the April meeting- move from the 3<sup>rd</sup> to the 10<sup>th</sup>? Cathy on vacation the first week of April, but may not be able to make the 10<sup>th</sup> either.

Concrete patches deteriorating badly.

Burtman Trust donation deposited- Bill to send a thank you.

Focus Camera club

Amy Beach exhibit- wonderful display- wish more people had taken advantage of it.

#### **NON PUBLIC**

Laura McCarthy made a motion to enter into non-public at 7:54 PM, under RSA-A:3 (II) b, matters pertaining to the hiring of any person as a public employee. A roll call vote was taken. Lee Newman- for, Laura McCarthy- for, Bill Kendrick-for, Rich Leonard- for.

The Trustees discussed the Library Assistant/Information Systems position.

Laura made a motion to come out of non-public at 8:08PM. Bill Kendrick seconded. All were in favor.

#### **NEW BUSINESS**

Rich made a motion to hire Mara Robertson as Library Assistant/Information Systems at \$12.50 per hour for ten hours per week. Lee seconded and it passed unanimously.

Evaluations:

Reviews of the Library employees (less director) were made by the director and signed by the Trustees.

Bill Kendrick made a motion to put the Strategic Planning on hold till after the election. Lee seconded and it passed unanimously.

**Adjournment:**

Lee made a motion to adjourn the meeting at 8:15PM. Laura seconded and it passed unanimously.

Respectfully Submitted,

William Kendrick