

New Durham Public Library Trustees Draft Minutes

New Durham Public Library Trustees' Meeting
March 7, 2017 7:00pm
New Durham Public Library

Members Present:

William Kendrick, Richard Leonard, Joan Martin, William Meyer
Others Present: Cathy Allyn, Library Director

Call to Order/Agenda Review:

William Meyer, Trustee Treasurer, called meeting to order at 7:04pm

Public Input:

Scott Kinmond, Town Administrator: Updated Trustees regarding land abutting rear of the Library and the process of evaluating the potential of said land relative to the Library.

Approval of Minutes:

Motion made by William Kendrick to approve Minutes of February 7, 2017 as written, seconded by William Meyer, motion carried.

Financial Report:

Report submitted by William Meyer, Treasurer. "Operating Account" balance is \$1,234.56 and "Trustees Account" balance is \$9,146.56 for period ending February 28, 2017. Accounts are balanced and reconciled. Trustees signed the invoice register. Motion made by William Kendrick to approve Treasurers' Report, seconded by Richard Leonard, motion carried. Joan Martin stated she has not been receiving copies of monthly bank statements. William Meyer, Treasurer, will resend copies to Joan Martin.

Director's Report and Informational Items:

Library had 3 days that were closed due to snow.

Cathy Allyn reported that she attended a Grant Workshop and a 3-D printer workshop

Discussion held regarding "Bee Friendly" plant sale. Trustees suggested exploring program options with UNH Ext. Service that would offer training about creating a "Bee Friendly" environment.

Programming (Children's) - First Steps 50 attendees, Storytime 55 attendees, Mini-Maestro 32 attendees, Leggo League Jr 22 attendees, Valentines for Vets 15 attendees, Daisy's Tea Party 15 attendees.

Programming (adult) – Pottery Class had 9 participated, Paint Night 12 participated, Appe-Traders cancelled (snow).

Old Business:

Policy book review: Section XII- Safety. Director presented edits to update this section. Motion made by William Meyer to approve edits as written, seconded by William Kendrick, motion carried.

DRAFT LIBRARY TRUSTEE MINUTES

Update on Grant application for "Art Installation Proposal". Total expense is expected to be \$5,100 based on cost estimates and Grant request could be for \$2,550 (50% of total). Motion made by William Meyer to support grant request by matching the grant approval not to exceed \$2,550. Seconded by Joan Martin, motion carried. Board of Selectmen will be approached and briefed regarding project March 20th, 2017.

New Business:

Update on Trustees account by William Meyer is postponed to the April meeting.

Non-Public Session:

Motion to enter non-public session by William Meyer at 08:20 pm, under RSA 91-A:3 (II)b. Matters pertaining to the hiring of any person as a public employee. Second by William Kendrick. A roll call vote was taken. Meyer-aye, Kendrick-aye, Martin-aye, Leonard-aye.

Discussion was held relative to hiring two part-time Library Substitute staffers. Motion made by William Kendrick to authorize the Library Director to hire Susan Carroll part-time and Annie Davis part-time as an alternate at \$10.00 per hour. Second by Joan Martin. Motion carried.

Motion made to end Non-Public session at 8:20pm by William Meyer, second by William Kendrick.

Other Actions:

Motion made by William Meyer to authorize two \$25 prize awards to be given out at the Edible Book Fair on April 8th, 2017. Second by Richard Leonard. Motion carried

Adjournment:

Motion to adjourn meeting at 8:29pm by William Meyer, seconded by William Kendrick, motion carried.

Respectfully Submitted,

Richard Leonard, Secretary