

Minutes of the Hooksett Public Library Trustees
June 24, 2008 5:30 PM
Official

Call to order at 5:37 pm

Present: Mary Farwell, Barbara Davis, Mac Broderick, Tammy Hooker and Heather Shumway, Library Director

Absent: Mary Leger-excused

Secretary's Report-B Davis made a motion to approve the minutes for June 10, 2008. M Broderick 2nd. Approved by all

Treasurer's Report-discussion deferred until discussion of budget issues

Library Director's Report-H Shumway passed out circulation reports-

Unfinished Business

Facility

1. RFP for HVAC maintenance-approved contract to be approved
2. Signage Update received a check for \$5500.00 from 3A Development Company. This is a partial payment for the sign. B. Davis to set up a separate account name to be determined
3. Moving the granite sign-cement slab to be 8 ft x 30 inches 6-8 inches deep. H Shumway to coordinate with community to help
4. Repair of front steps-completed
5. Painting-quote for the stairwell \$2500 from Tom Brisson in yellow. B. Davis made a motion. M Broderick 2nd it. Trustee unanimously voted to go ahead with painting. H Shumway to have Tom Brisson repaint one of the columns a lighter color and have trustee view it.
6. Roof-repair has been taken care of. Trustees will contact Skyline Roofing to have roof inspected in July 09 before warranty runs out in October 09.
7. Projector-HS to bring 2 estimates for July meeting
8. Flooring-Kevin to drop off vac for Kathy to try out. B Davis made a motion to have Kevin clean the tile on the stairwell if under \$800 or less. M Broderick 2nd it. The board has empowered B Davis or T Hooker to sign the contract.
9. Voicemail-Trustees have asked H Shumway to call Vision Communications in regards to retrieving voice mail during open hours.

Budget

End of year budget discussed and finalized

Staff Goals/performance appraisals-H Shumway reported they are done.

Task list to be reviewed every 6 months

New Business

Review of Library Trustee report to the Town for Annual Report-BDavis made a motion, seconded by M Broderick to approve draft of report. Board voted unanimously to have report submitted to the Town.

Non Public Session

Entered into non public at 8:20 pm Motion by M Farwell to enter into non public session under the provisions of RSA 91-A:3II(a): The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of ay charges against him, 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.

2nd by B Davis

A motion was made by Barbara Davis, seconded by Mac Broderick, to exit nonpublic at 8:40. Motion passed unanimously.

All voted unanimously to come out of non public at 8:40. The Board issued the following statement. Compensation issues were discussed.

Staff & Trustees- reviewed budget for this line item for 2008-2009

B Davis made a motion to adjourn at 9:15 pm. T Hooker 2nd. Motion passed unanimously

Next Library Trustee meeting will be July 8th, 2008 5:30 pm at the Hooksett Public Library