

Minutes of the Hooksett Public Library Trustees
March 10, 2009 5:30 pm
official

Call to order at 5:55 pm

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

Secretary's Report- minutes reviewed B. Davis made a motion to correct the February 10 minutes adding the Town of Hooksett to pay for the duct cleaning. L. Kleinschmidt 2nd it. Revised minutes accepted. Approved by all.

Treasurer's Report- On Target for the year. Reviewed Treasurer's Report Savings in utilities were finally seen.

Library Director's Report

H. Shumway reported that she has cleaned & organized all of the old files preparing for the D-plan. It was also suggested that we purchase a fire proof cabinet. H. Shumway to obtain pricing and report back next month.

Reported back on her meeting at LGC in regards to employment law. It is recommended that they hold a sexual harassment seminar every 2 years. H. Shumway to check into holding a conference and invite all of the town departments.

Attending a meeting on Wednesday, Merrihill Rock in regards to grant writing.

Briefly discussed the children's librarian and inviting a children's librarian to talk to the trustees on what they have done for their library.

Budget 2009-2010- Deliberative Session April 4, 2009 1PM

Facility

HVAC maintenance and upgrades T. Hooker still working with Steve.

Duct Cleaning has been completed and went very well.

Book Drop now has a hard wire smoke detector

Front Steps just waiting for dryer weather.

Plowing- behind the library and MSM inadequate maintenance of shared driveway. M. Broderick will write the letter. Also, recommended that we send a letter at the being of November 2009 to remind residents that overnight parking at the Library is prohibited by town ordinance.

Subcommittee Reports

Easter Egg Hunt 4-4-09 at 10:00 am

Mother Daughter Tea Party T. Hooker working on.

New Business

Acceptance of donations- \$30.00 from the Model T Club
\$10.00 from a patron. B. Davis made a motion to accept. L. Kleinschmidt
2nd it. Approved by all.

Friends of the Hooksett Public Library have disbanded as of December 31, 2008
and have donated \$601.00 to renew several museum passes B. Davis made a
motion to accept. L. Kleinschmidt 2nd it. Approved by all

Self check – has been implemented and going very well.

School- Library relationship- H. Shumway reported that the teachers have
applied for new library cards and using them.

DVD Policy- deferred

Disaster plan is a work in progress. T. Hooker to contact finance director
for insurance information

Technology Plan is being worked on.

Greenough Grant ideas, sound proof room for musical instrument practice

Other new business

Snow closing policy was reviewed.

Leak in the bathroom downstairs bathroom. H. Shumway to call to have it
repaired.

B. Davis made a motion to adjourn the meeting at 7:40 pm. L. Kleinschmidt 2nd
it. Approved by all

Next meeting April 14th at 5:30.