

## AGENDA

Hooksett Public Library Trustee Meeting  
June 19, 2023  
5:30 PM

- Call to Order
- Public Input - See link to Hooksett Library Board of Trustees Public Input Policy
  - <https://hooksettlibrary.org/sites/hooksettlibrary.org/files/attachments/Public%20Input%20Policy%20%282022%29.pdf>
- Secretary's Report
- Treasurer's Report
- Library Director Report
- Friends of the Library
- Policies
  - Request for Reconsideration Amendments (number of reconsiderations per calendar year)
  - Intellectual Freedom update recommendations to existing policies (**ongoing**)
- Unfinished Business
  - Back Parking Lot Follow-up
  - Review 2022-23 Budget Projections
  - Facilities
    - Fire Alarm Panel Upgrade
    - Request for Quote for Phase Loss Protection ~\$16,000
  - Report on status of Intellectual Freedom challenges in the state (**ongoing**)
  - Other Unfinished Business
- New Business
  - Donations
    - Acceptance from Friends of the Library
    - Other Donations
  - TD Bank Affinity Update
  - Professional Development Plan / Workshop & Seminar Write-ups
  - Longevity & Pay Equity
  - Town Council Meeting
  - HB321 - Right to Know & Sealed Minutes
  - Kiwanis 5K Trail Race
  - Other New Business
- Non-Public ([Roll call vote to go into non-public / Make motion to seal or not seal minutes](#))

Non Public if needed 91-A:3 IIa (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, 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. II(b) The hiring of any person as a public employee. ,c) Matters which, if discussed in public, would likely adversely affect the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.

## **June Action Items**

- *H. Rainier will gather more information for the Request for Reconsideration amendments (number of reconsideration requests in a calendar year).*
- *H. Rainier will provide an update on budget projections for the end of 2022-23.*
- *H. Rainier will bring merit recommendations based on evaluations.*
- *H. Rainier will provide an update of the Professional Development Plan with workshop and seminar write ups (tentative).*
- *H. Rainier will provide a draft of the Professional Development Plan with workshop and seminar write-ups by 8/30/23 with a completed write-up by 9/30/23.*
- *M. Glisson awaiting quote, proposal, and summary of services for Phase Loss Protection.*
- *Fire Panel Upgrades - waiting until the end of June (M. Glisson)*
- *H. Rainier will continue to review the Intellectual Freedom Manual and bring recommendations to the Board for changes to existing policies. (ongoing)*
- *H. Rainier will report when there are challenges in the state. (ongoing)*

## **Future Agenda Items**

- Professional Development Plan and Personnel Tracking Continued (July)
- Review InterLibrary Loan policy (August)
- Draft of workshop and seminar write-ups (September)
- Completed workshop and seminar write-ups (October)
- Code of Conduct Policy (TBD)
- Meeting Room Policy - additional updates (TBD)
- Commemorative Memorial Policy (TBD)
- Non-Resident Card - Add to matrix for (April 2024)

Tagline – the heart of the community ( or “the heart of Hooksett” telling the stories of our community  
Grant opportunities for wish list items  
Library Advisory Group –Dream Team