Meeting Monday April 23, 2018

Meeting was called to order by President Art Bobruff at 1:00pm

In attendance

Art Bobruff, Joyce Guinther, Greg Bruss/ Trustees

Happy Callaway / Alternate
Dick Hendl /Selectmen

Janet Hendl / acting librarian

Minutes from last meeting approved with minor corrections.

Agenda approved for this meeting. Joyce motion Greg second all vote yes

Reports:

Selectmen. Dick had nothing to report at this point.

Correspondence. Three application letters and resumes received for assistant librarian position.

Assistant Librarian. Janet H had nothing to report.

Public comment. None

Old Business.

Scholarships, there is currently approximately $4,800 merged into one scholarship fund

With $3,800 of that undesignated. Discussion about how to clearly indentify funds as designated or not for scholarships. Suggestions about the possible need for Policy clarification. Both in how money gets set aside, and how to determine amount and student qualifications.

Discussion also about if there is a need to track donation after awarding it to student. Current policy is to present check directly to student with no further follow up. Decided after more discussion a motion would be needed to be presented and voted on to define policy if that was the decision.

Renovation Plans. It was decided to defer discussion until Laura has reviewed and is ready to present her observations at a future meeting.

Joyce suggested she be placed on the agenda soon.
Current suggested Renovation plans are available on main computer at library.

Telescope. Confirmed ready to be checked out now that procedure is set. However no one has done so yet. Laura can allow patrons to check out telescope now. Some discussion on how to make public aware of the opportunity.

Street Signs for Library. Nothing to report.

Computer Repair. Bill for work done on computers $105 bill submitted and paid.

 Motion made to name a person to do future computer maintenance. Art

Seconded Joyce. It was agreed that there was no need to have a contract thru the town’s contract with company. Discussion centered around if naming one specific person is needed or to state that an independent contractor ( not specifically named) should be policy. Motion to name a person specifically . On vote 2-1 defeated.

Dick mentioned that patrons are leaving personal data and forms information on the desk tops of computers. Privacy issue and library responsibility discussed.

Motion made to post sign over the computers asking patrons to not leave any personal data on computers and library is not responsible if they do so. Greg makes motion. Joyce seconded Vote 3-0 to accept.

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Discussion concerning if there might be a need to place an addition advert in the Intertown Record. Suggestion put forward that the ad which ran in the Kearsarge Shopper consecutively for past two weeks was sufficient notice.

Motion That there was no need to place an ad in the Intertown Record. Made by Joyce seconded by Greg . Passes on 2-3 vote.

Friends of the Library no representation present to make report.

New Business: Library Hours

Janet presented options suggested by Laura. Brief discussion on options for days and times library to be open. Two concerns need further discussion and resolution. Evening hours and Saturday open with Monday closed option. Deferred until next months meeting to have Laura present her proposal formally.

Announcements none

Motion made by Art, Joyce seconded

Next Trustee meeting is set Tuesday May 29 1:00pm

Vote 3-0 yes

Action list:

Read over Scholarship applications and review policy before next meeting.

Continue meeting after April 30 deadline. May 7 Monday 1pm .
Policy suggestions for future guidelines on Scholarship applications and disbursement.

Look up RSA on law regarding requirement for paid staff needed whenever library open.

Sign for over computers asking patrons to not leave personal data on computers.

2:42 Motion made by Joyce seconded Art To go into non public session to discuss hiring for 10 hour assistant librarian position. 3-0 vote yes

Minutes sealed in closed session.

Back in Public Session 2:58 motion by Joyce seconded Greg 3-0 yes vote.

Motion to Continue Meeting on May 7 at 1pm, made by Joyce seconded Art 3-0 yes vote

Meeting ends 2:59:18