

AGENDA

Hooksett Public Library Trustee Meeting September 19, 2022

- Call to Order
- Public Input
- Secretary's Report
- Treasurer's Report
- Library Director Report
- Friends of the Library
- Policies
 - Personnel Plan: Section 3 (AI)
 - Trustees and HPL family members (AI)
 - Books & Materials Challenges & Key Policies Discussion (AI)
- Unfinished Business
 - Facility
 - Dehumidifier Update - mini-splits (AI)
 - Fire Alarm Panels
 - Painting of Meeting Rooms & Orange Room
 - Book lockers - ARPA Grant Update
 - Trustee Hooksetlibrary.org emails (AI)
 - Appeal process for book challenge (AI)
 - Other
- New Business
 - Donations
 - Add disclaimer to trustee emails
 - Other New Business
- Non-Public
 - Staffing

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 affect adversely 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.

September Action Items

- *H. Rainier will share recommendations for Section 3 of the Personnel Plan in preparation for the September meeting.*
- *Personnel plan updates - All Trustees will review the third section of the Personnel Plan.*
- *The Trustees are to read Materials Challenges: Key Library Policies.*
- *Determine language for policy on Trustees and HPL family members.*
- *T. Hooker will research if we need to accept donations to the library that are then given away to patrons.*

- *M. Glisson will reach out to see if we can add anything to our current HVAC system or our other options to dehumidify the storage room (mini-splits).*
- *M. Glisson will get estimate on painting of meeting rooms.*
- *M. Glisson will set up separate email accounts for each trustee by September 1, 2022.*
- *M. Glisson will add the following question to the welcome email: “How did you hear about the Library?” or “What brought you to the Library today?”*

September Agenda Items

- The September meeting will start at 5:15 pm. We will view the first video in the series from United for Libraries, *What It Takes to be a Trustee*.
- Review Personnel Plan Section 3

Future Agenda Items

- Review Policy Matrix with timeframe for revisions on policies (October).
- Professional Development Plan and Personnel Tracking (October)
- Nonresident fee formula (October)
- Leave time for part-time employees (October or November).
- How to handle an appeal process for book challenge-T. Hooker to reach out to NHLTA.
- Research how other libraries use volunteers.

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