

Hooksett Public Library Trustee Meeting  
April 28, 2016 5:30 PM  
Official minutes

Present: Tammy Hooker, Mac Broderick, Mary Farwell, Barbara Davis and Linda Kleinschmidt,

Guest: Heather Shumway-Rainier Library Director

Call to Order- M. Farwell called the meeting to order at 5:39 pm

Special Guest Tracey Molinari-Heroin Anonymous discussed with the trustees regarding a meeting space for the NH Heroin Anonymous. It was determined that they needed a weekly meeting space that we could not provide. H. Rainier to provide Tracey with a list of places she could contact.

Public Input-none at this time

Secretary's Report Secretary's Report- B. Davis made a motion to accept the minutes from the March 7, 2016 Seconded by L. Kleinschmidt Approved by all.

Treasurer's Report was reviewed ending April 2016

#### Library Director's Report

1. H. Rainier has obtained a quote from Soil Away to clean the story time room & in front of circulation desk. Soil Away quoted \$700. H. Rainier to have them clean on June 10 and close the library at noon on that day.
2. H. Rainier to obtain an estimate for Soil Away to clean additional carpet upstairs
3. Grace visited Fun in the Sun during vacation week and did crafts.
4. Wi-Fi is up and working!!
5. Heather, Mark and Mat met with librarians at SNHU's Innovation Lab to discuss their experiences with 3D printing. HPL is hosting a best practices meet up with NH librarians who currently have 3D printers in their libraries, the meeting is also open to those interested in pursuing 3D printing.

#### Committee reports

Personnel met on April 11, 2016 reviews are done and will be presented the first week of May

Policy deferred

Friends-did not hold a meeting in April. Working on sending out a renewal list.

Finance subcommittee to meet and review end of year budget.

#### Unfinished Business

Chimney liner-the library currently does not have a chimney liner. It is recommended that we install a liner to properly vent the gas fired boiler.

H. Rainier has obtained 3 estimates.

L. Kleinschmidt to contact a mason and ask some additional questions regarding the difference between the quotes.

Gas pipe input-to be deferred until heating season in January 2017

Elevator-parts on order and H. Rainer to follow up with Stanley Elevator.

Roof-At the recommendation of the Town engineer we are going to hire Northeast Roofing to do an inspection of the roof at a cost of \$850.

Library Journal Small Library of the Year contest to be put on hold until the award has a financial sponsor again

Family Place – We have received a grant from the Family Place Library in the amount of \$2500 towards the startup of the program.

H. Rainer has contacted a library consultant regarding the plan for lay out for Family Place. She is waiting to hear back from her.

TD Bank Affinity Program-as of the end of March our baseline 496 checking currently have 522. Our baseline for savings \$4,643,000 and currently \$4,986,760

Library Ambassador Program Heather & Mary visited ProCon to promote the library's resources to the company and their employees. They will promote the TD Bank Affinity to their employees

Individual tech help- A waiver has been created for all patrons to sign.

Library goals

Tagline – Mac still looking at it.

Community calendar deferred

## New Business

Acceptance of donations. B Davis made a motion to accept the following:

HP Chrome notebook was donated by Micki Krupa

Thirty One Gifts \$102.00

Anonymous \$10.00

Indep. Svc Network \$110.00

Seconded by L. Kleinschmidt. Approved by all.

Town Election Forum/Town Election no constested races

Social media and marketing numbers are increasing

Meeting Room- revisit use for showers and other private events. Trustees to think about it and review next month.

Website design deferred

Next meeting will be held on May 17, 2016 at 5:30 pm at the library

B. Davis made a motion to adjourn the meeting. Seconded by M. Broderick. Approved by all.

Meeting adjourned at 8:15 pm-