

Hooksett Public Library Trustee Meeting  
May 17, 2016 5:30 PM  
Official minutes

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

Guest: Heather Shumway-Rainier Library Director

Guest: Mark Glisson to review Website Redesign

Call to Order M. Farwell called the meeting to order at 5:40 pm

Public Input-none at this time

#### Secretary's Report

B. Davis made a motion to accept the minutes from the April 28, 2016  
Seconded by M. Broderick Approved by all.

Treasurers Report was reviewed ending April 30, 2016

#### Library Director's Report

M. Glisson shared information regarding a 3D printer that will be presented to the Friends of the Library

M. Glisson reviewed the proposal for a redesigned website after much research. Trustees asked questions that Mark was able to answer. B. Davis made a motion to enter into a contract with EpbRI to redesign the Hooksett Library's website in the amount of \$4500. Seconded by M. Broderick. Approved by all.

Library cards-we will offer a replacement card for free to each patron one time.

Charming Fair Farms called the director complimenting the library on the ease of doing business with us.

Majestic Theater-as part of the summer reading program the play will be held down at the Fun In the Sun this summer and Parks & Rec will be funding the program.

#### Committee reports

Personnel Staff reviews have been completed.

#### Policy

Disc Cleaning Policy approved as changed

Surplus Policy approved as changed

Rights and responsibilities of the cardholder approved as changed

#### Unfinished Business

Chimney liner-based on the recommendation on the town engineer we are entering into a contract with The Chimney Specialist in the amount of \$3475. B. Davis made a motion. Seconded by M. Broderick. Approved by all.

Elevator is on track and should be up & running in the middle of August!

Family Place – update on plans and timeline. H. Shumway-Rainier will follow up with library design consultant.

TD Bank Affinity Program. M. Farwell announced the following:  
Base line for checking 496 final 525 of which 22 were new accounts  
Base line for saving \$4,643,293 final \$5,094,223 increased by \$450,000  
Affinity grant will be \$11,101.22

Library goals

Tagline – MB still working on it

New Business

Acceptance of donations deferred

Budget was reviewed for year end

Yoga training deferred so more information can be gathered.

Social media and marketing. M. Bose is working on statics and would like it deferred until next month.

Meeting Room- use for showers and other private events. H. Shumway-Rainier to forward a policy for review.

Carpet cleaning-H. Shumway has obtained from Soil Away for \$2178 to clean the carpet on the first floor of the library. B. Davis made a motion to move forward, M. Broderick seconded it. Approved by all

Easement- Mount Saint Mary- Director spoke with a board member regarding road & traffic issues around the condo.

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

Next meeting to be held on June 21, 2016 at 5:30 pm at the library.

Meeting was adjourn at 8:20 pm