

Hooksett Public Library Trustee Meeting
Official minutes
November 14, 2017 6:00 PM

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

Guest: Heather Rainier, Director

Call to Order M. Farwell called the meeting to order 6:10 pm.

Public Input none at this time

Secretary's Report Secretary's Report B. Davis made a motion to accept the minutes from the October 17, 2017 meeting. Seconded by L. Kleinschmidt. Approved by all.

Treasurer's Report was reviewed ending October 2017.

Library Director's Report-Director has been working with the town regarding the health insurance.

Firefighters & Police Department read to the children and we had a fabulous turnout

Committee reports

Personnel-meet on 11-14-17 and worked on the directors priorities

We have received a number of resume for the open position

Policy

Vacation policy no changes are suggested at this time.

End of employment issues- Section 21.4 & 21.5 in the Personnel policy was reviewed and no changes at this time.

B. Davis to research if personal days are listed in the personnel policy

Friends

Renewal-letters will be sent out by the end of the month by the Friends.

Acknowledgements will be discussed at the next Friends meeting.

Unfinished Business

Staffing-director will be doing phone interviews on Friday 11/17/2017 for the new circulation position

Facility Issues-have not received a bill for the start up of the heating system

2018-2019 Budget was reviewed. The health insurance will decrease on 1-1-18.

Children's Room renovation-discussed next steps

Library easements- trustee revisited and will continue to monitor the situation

Other unfinished business

New Business

Acceptance of donations

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

Model T	\$30.00
Mahjongg	\$23.00
Sew Bee	\$22.00
Total	\$75.00

Seconded by L. Kleinschmidt. Approved by all.

Eversource LED audit-have not heard back from them. H. Shumway to follow up

NH Room materials-M. Farwell will discuss with some local history volunteers about reviewing the items in storage to put back on the shelves in the NH room.

Book Sale results-The Friends did well and the ongoing is still going on.

Day of Book Sale	\$2,335.50
Bake Sale	\$321.00
50/50 Raffle	\$52.00
Patrick's Tips	\$19.37
Total	\$2727.87

Major donations Finance Sub Committee to meet with the donor and Charitable Trust and report back to the board.

Other new business

Next meeting to be held on December 12, 2017 at 5:30 pm

L. Kleinschmidt made a motion to adjourn the meeting. Seconded by M Broderick. Meeting was adjourned at 8:06 pm