

Official Minutes
Hooksett Public Library Trustee Meeting
January 16, 2018 5:30 PM

In attendance: Mary Farwell, Barbara Davis, Tammy Hooker and Mac Broderick
Excused L. Kleinschmidt

Guest: Heather Rainier-Library Director

Call to Order M. Farwell called the meeting to order 5:30 pm

Public Input none at this time.

Secretary's Report B. Davis made a motion to accept the minutes from the December 12, 2017 meeting. Seconded by M. Farwell. Approved by all.

Treasurer's Report was reviewed ending December 31, 2017

Library Director's Report

Volunteers hours are down and it appears to be from a couple of LEGO counters that are no longer counting

Downloadable ebook and audiobook usage is on the rise. Downloadable audiobooks in particular have doubled in circulation over last year.

Linked data- GMILCS has entered into a contract with a vendor to convert our library holdings into linked data. This means our catalog will be searchable from the world wide web. It is believed to be the future of library services.

FACEBOOK it was discussed that we offer to post for other Town and community service organizations.

State Library-Interlibrary loan system is down at the state library. The State Library is waiting on server parts to fix their extremely aged operating system.

Committee reports

Personnel will meet on Tuesday, January 23, 2018

Policy-will review for updates.

Friends held their monthly meeting and are working on a gift basket raffle for March.

Unfinished Business

Staffing all is well.

Facility Issues-a number of false alarms for the security system lately and the staff is monitoring at this time.

Boiler shut down during the recent cold spell. But everything seems to be back up and running.

Children's Room renovation- no progress at this time
Affinity Update

	Baseline	November 2017
Checking	568	609
Savings	\$5,349,354	\$5,558,97
15 new checking accts		

New Business

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

Model T	\$30.00
Mahjongg	\$12.00

Seconded by M. Farwell Approved by all

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

Barrett Initiative	\$500.00
Erik Shessler/Melissa Dell'Api	\$250.00

Seconded by M Farwell Approved by all

Staff Development day Feb 19 when the library will be closed for President's Day.

Travel expenses for M. Glisson to attend a conference Computers and Libraries in DC. B. Davis made a motion that the The library will reimburse M. Glisson for his expenses to the conference. Seconded by M. Broderick. Approved by all.

Partnership with HGC to honor Nan Veilleux-M Farwell made a motion to make a memorial donation of \$100 for the Veilleux's services they have provided the library over the years. Seconded by B. Davis. Approved by all.

Eversource LED audit and proposal- was discussed. M. Farwell made the motion that we go ahead and pay the full amount of \$8800 rather than financing through the Smart Start program. Eversource is providing a rebate of \$8800 for the project. If we opted to finance their rebate would be reduced by 10% and an additional 5% finance charge would be assessed with an additional total cost of \$1400. Seconded by B. Davis. Approved by all.

Phone system- commercial hold time might be available for advertising programs [and services](#).

Motion to enter Nonpublic Session made B. Davis seconded by M Broderick

Specific Statutory Reason cited as foundation for the nonpublic session:

RSA 91-A:3, II (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 public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

RSA 91-A:3, II(b) *The hiring of any person as a public employee.*

Roll Call vote to enter non public session:	Mary Farwell	Y
	Barbara Davis	Y
	Mac Broderick	Y
	Tammy Hooker	Y

Entered nonpublic session at 6:33 pm

Exited non public at 6:45 pm

M. Farwell announced that we would seal the non public minutes at this time.

M. Farwell announced now on to other new business

Other new business

SPOT wireless printing it was discussed to install in the library for patrons to be able to print wirelessly. B. Davis made a motion that the Director and staff to further review the technical aspects and usability. If acceptable to move forward for \$995 for installation and \$150 a year. Note: this is in addition to Cassie. Cassie will continue to serve as the printing software for the desktop computers. Seconded by T Hooker. Approved by all.

Next meeting to be held on February 20, 2017 at 5:30 pm

M Broderick made a motion to adjourn the meeting at 7:45 pm. Seconded by B. Davis.

Approved by all.