

Meredith Public Library - Board of Trustees

**PUBLIC HEARING
ACCEPTANCE OF BEQUEST OF ALEXANDER P. NICHIPORUK**

Minutes of the Meredith Public Library Board of Trustees Public Hearing – Tuesday, January 12, 2010.

Trustees present: Laurie Brothers, Ann Butler, Vickie Carty, Rhetta Colon, Paul Eldridge, Maribeth McEwan, Duncan McNeish

Others present: Erin Apostolos, Library Director; Judy Hodges, Assistant Director

At 6:05 p.m., Tuesday, January 12, 2010, Mr. Eldridge, Chairman of the Meredith Public Library Board of Trustees, called the public hearing to order.

Mr. Eldridge outlined the following pertaining to the bequest of Alexander P. Nichiporuk:

- I. Discussion of Bequest
 - A. Gift under the Will of Alexander P. Nichiporuk
 - B. Purpose of bequest
 - C. Establishment of a distinct fund to be known as *The Alexander P. Nichiporuk Memorial Fund*
- II. Use of Bequest
 - A. Enhancement of existing programs
 - B. Potential new programs
 - C. Suggestions from public for use of fund

After review of the above items, Mr. Eldridge distributed a policy statement entitled *Alexander P. Nichiporuk Memorial Fund*, which will be an agenda item at the February 9, 2010 meeting of the Board of Trustees.

Following this, Mr. Eldridge handed out a copy of the following motion (drafted by Attorney Edward Hibbard):

Shall the Trustees of the Meredith Public Library accept the bequest under Article IV of the Will of Alexander P. Nichiporuk, late of Meredith, New Hampshire, to be held in trust by the Trustees of the Meredith Public Library in a separate fund to be known as “The Alexander P. Nichiporuk Memorial Fund” and the income therefrom to be expended as directed in said Will?

Mrs. McEwan seconded the motion.

Discussion ensued, and the words “*said Will being attached hereto*” were added to the motion, which was amended to read thusly:

Shall the Trustees of the Meredith Public Library accept the bequest under Article IV of the Will of Alexander P. Nichiporuk, late of Meredith, New Hampshire, to be held in trust by the Trustees of the Meredith Public Library in a separate fund to be known as “The Alexander P. Nichiporuk Memorial Fund” and the income therefrom to be expended as directed in said Will, said Will being attached hereto?

Vote was unanimously in favor of acceptance of the bequest.

At 6:09 p.m., Mr. Eldridge entertained a motion for adjournment of the public hearing. It was so moved by Mr. McNeish and seconded by Mrs. McEwan. Vote was unanimously in favor.

Respectfully submitted,

Victoria A. Carty, Secretary
Meredith Public Library Board of Trustees

Approved: February 9, 2010

Meredith Public Library - Board of Trustees

Approved February 9, 2010

Minutes of the Board of Trustees Meeting – Tuesday, January 12, 2010

Trustees present: Laurie Brothers, Ann Butler, Vickie Carty, Rhetta Colon, Paul Eldridge, Maribeth McEwan, Duncan McNeish

Others present: Erin Apostolos, Library Director; Judy Hodges, Assistant Director

At 6:12 p.m., Chairman Paul called the meeting to order.

Secretary's Report: The minutes of the December 8, 2009 meeting were approved without objection on a motion by Laurie, which was seconded by Duncan.

Treasurer's Report: Duncan presented his report, which was placed on file.

Library Director's Report:

2008-2009 Statistical Comparison

Judy compiled a list comparing Library Circulation numbers and Inventory totals for 2008 and 2009. Circulation is up 9% and Inventory is up 1 %.

2009 Budget Status

To date, there are no year-end numbers from the town.

2010 Budget Update-Approval of Trustee Budget

Rhetta made a motion that we support the budget submitted by Erin pending future developments of the town on an *as needed basis*. Laurie seconded the motion. Vote was unanimously in favor.

NH Big Read in March – To Kill a Mockingbird

The library will provide twenty copies of the novel; discussions of the novel will be held, and, as a culminating activity, the movie “To Kill a Mockingbird” will be shown.

Baptist Church

Town Manager Phillip Warren advised Chair Paul of the availability of the church property for purchase and of the town's right of first refusal. Paul, Duncan and Rhetta, along with other interested trustees, will begin communications with church officials regarding said property and the viability of purchase for use by the Meredith Public Library.

New Hire Update

Holly Raus has been hired for a ten hour per week library aide position, which will commence January 26, 2010.

Cleaning Contract

Erin will publish an ad requesting that bonded cleaning services submit bids. The selected service will enter into a contract devised by Erin, which will stipulate job requirements.

Wednesday, March 10, 2010 Town Meeting

The library will close at 5:00 p.m. on March 10, 2010.

January 7, 2010 Meeting with Phil Warren

Erin and other department heads met with Town Manager Phil Warren to discuss various town policies involving personnel matters. Chair Paul will meet with Mr. Warren to clarify issues involving library staff.

Background Check Fee

Ann moved that the board pay the background check fee of \$55.00 for a newly hired staff member. Maribeth seconded the motion. Vote was unanimously in favor.

Corrigan Bereavement Donation

Per the wishes of the Corrigan family, only fiction and gardening books will be purchased with said monies.

Old Business:

Meeting with Lawyer – Paul

Paul distributed a policy statement regarding the Alexander P. Nichiporuk Memorial Fund. The board will vote on this policy at its February 9, 2010 meeting.

Stair and Door Carpentry Work

Michael Kender has presented an estimate of \$726.60 to satisfactorily complete this work.

Chair Lift Update

By late February, installation of the chair lift should commence. Engineers are completing the final design blueprints.

New Business:

Donation in Memory of Barbara Clymer

Vickie made a motion that the trustees donate \$200.00 to \$300.00 for the purchase of children's books for the MPL Children's Room and the nursery of the Meredith Congregational each book. Duncan amended the amount to \$500.00 (\$250.00 for the library and \$250.00 for the church nursery). Maribeth seconded the motion. Vote was unanimously in favor.

Library Personnel Policy

Erin, Laurie and Vickie will begin work on a library personnel policy.

Library Policies

The board discussed policies that need to be addressed. They are in regards to, but not limited to: education, personnel, bulletinboard, technology, and safety. All existing policies will be reviewed and Duncan suggested that the policies be compiled in a binder designated "Library Policies."

March Trustee Meeting – Conflict with Town Elections

The MPL Board of Trustees will meet at 6:00 p.m. on March 23, 2010 instead of March 9, 2010. Any trustees who are up for re-election this year should file with the town clerk before the designated deadline.

Energy Audit

Rhetta informed the board that the library building might be eligible for a free energy audit through the NH Electric Cooperative. Vickie will draft a letter to Town Manager Phil Warren asking him to arrange for an audit since the town owns the library building. An audit would help us conserve budget dollars with regard to heating, air-conditioning, etc. Rhetta stated that the free audit has a February 15, 2010 deadline.

Non-Public Session

At 7:54 p.m. the board excused Erin and Judy from public session and moved into non-public session for a matter regarding adoption of an educational policy for library staff. At 8:10 p.m., the board recessed its non-public session and returned to public session.

At 8:12 p.m., Chair Paul declared the meeting adjourned.

The next regularly scheduled meeting of the Meredith Public Library Board of Trustees will be held at the Meredith Public Library at 6:00 p.m. on Tuesday, February 9, 2010.

Respectfully submitted,

Victoria A. Carty, Secretary
Meredith Public Library Board of Trustees

**Meredith Public Library - Board of Trustees
Non-Public Session**

Approved February 9, 2010

Minutes of the Board of Trustees Non-Public Session – Tuesday, January 12, 2010

Trustees present: Laurie Brothers, Ann Butler, Vickie Carty, Rhetta Colon, Paul Eldridge, Maribeth McEwan, Duncan McNeish

At 7:54 p.m., discussion ensued relative to adoption of an education policy for the library staff, which Rhetta and Duncan had drafted. Rhetta moved that we adopt the policy as presented. Ann seconded the motion, which passed unanimously.

At 8:10 p.m., the board recessed from non-public session and returned to public session.

Respectfully submitted,

Victoria A. Carty, Secretary
Meredith Public Library Board of Trustees