

Meredith Public Library – Board of Trustees

Minutes of the Board of Trustees Meeting – Tuesday, March 18, 2008

Trustees present: Laurie Brothers, Vicky Carty, Rhetta Colon, Paul Eldridge,
Duncan McNeish

Others present: Erin Apostolos, Judy Hodges

The meeting was called to order by Paul Eldridge at 7:05 p.m.

Secretary's Report:

The minutes of the February 12 meeting were approved unanimously on a motion made by Duncan and seconded by Laurie.

Treasurer's Report:

The report was presented by Duncan who reviewed expenditures and financial holdings.

Director's Report:

- a. Victoria Lang has been hired as the Library Director in Holderness. Copies of her resignation as of March 29 were distributed. Her resignation was accepted on a motion made by Duncan and seconded by Rhetta, and Paul will send a letter of appreciation. The Board discussed factors involved in hiring replacement/restructuring of the position with consideration of expertise in cataloguing.
- b. Capital Alarm is still working on the security system, which is expected to be completed this week. We will need to have old locks replaced to allow for power outages when/if the new automated system fails. Two cameras will cover different angles of the parking lot.
- c. Erin would like to increase the rate of pay beyond COLA for several current part-time employees. Their part-time employment differs from that of town employees. We would be able to adjust their hourly rate per grade and step with monies saved in other employment positions in the library.
- d. Erin presented estimates for carpet cleaning from three different companies. Erin recommended Soot Busters be hired on a motion made by Duncan, seconded by Rhetta, and the motion carried unanimously with the recommendation that Home Beautiful be called regarding special equipment cleaning needs regarding the carpet warranty.
- e. Non-Meredith residents are currently charged \$20. fee for library use. Erin gave reasons for eliminating the fee. Paul suggested that the fee be eliminated but that non-residents be asked for a donation of \$5.00.
- f. Discussion of a table for the patron PCs was tabled.
- g. Erin would like to add 1 new patron PC, totaling 8 machines. She will investigate which accounts we could use to cover this cost of approximately \$1400. The Board also discussed A-V system for the conference room.
- h. The policy of an employee using a "floating holiday" within 30 days will remain in effect.
- i. The "Day in the Life" photography exhibit by Suki Brown may be purchased for \$800. with all rights to the use of the photographs in electronic form as well as the framed prints.

- j. An informal survey reveals that most patrons would like to see hours changed so that the library would be open on Mondays. Erin and Judy will make final decisions relevant to summer/winter needs.
- k. Erin distributed copies of the Assistant Young Adult Librarian job description
- l. The library clock needs cleaning, and Erin has received a quote from a company, but no decision has been made regarding this expense.

Old Business:

- a. Duncan will call Bob White regarding having the furnace work begin in May.
- b. Duncan will call Kim Frase regarding electrical work to be done.

New Business:

- a. Paul and Erin will look in to having a plaque indicating Historical Registry for the library.
- b. The by-laws need to be updated. Paul distributed copies for the Trustees to review and comment on for the next meeting
- c. Duncan suggested and the Board agreed that we should wait until May for Board position elections.
- d. Due to a variety of circumstances, the Board decided to move the welcome reception for Erin to Saturday, May 3, 11:00-1:00.

The meeting was adjourned at 8:31 on a motion made by Rhetta, seconded by Duncan, and passed unanimously.

**Meeting date change: The next meeting of the Library Board of Trustees will be held
Tuesday, April 15 at 7:00**