

FINAL

Derry Public Library
Board of Trustees
New Hampshire Room
March 10, 2014

Present: Elizabeth Ives (Ch), Joan Crimlisk, Phyllis Howard, Jack Robillard, Christine Wellington, Dorothy Wiley, and Charlie Zoeller. Absent: Mark Osborne – Town Council Liaison.

Elizabeth Ives called the meeting to order at 7:01 p.m.

Phyllis made a motion to go to Non-Public Session per RSA 202-A: 3 11(b).
Christine seconded the motion. All trustees present voted yes when polled.

The meeting resumed public session at 7:44 p.m.
Acting Director Susan Brown joined the meeting.

PUBLIC COMMENT: None

MINUTES:

Christine made a motion to approve the minutes of February 10, 2014 as amended. Phyllis seconded the motion and the minutes were accepted.

TREASURER'S REPORT:

- Jack reported that the budget-spending target is 66.6% and the amount spent is 61.9%
- The town will absorb the Library's unused propane and oil.
- Fine account balance is \$57,157. Jack proposed moving \$2850.00 to general fund after a review with town finance personnel.
- Susan and Brenda have reviewed the current budget expenditures to accurately project spending for the remainder of the current year as preparation for budget submission.

DIRECTOR'S REPORT:

- Susan reported the cost for credit card payments by patrons for fines, lost books, etc. A 3rd party, Comprise, would handle the payments. There would be a patron charge per transaction of \$2.00. Money collected would go back to the patron's home library except for lost materials. Patrons would log into their own account to pay electronically. Susan doesn't feel she has enough information to make a recommendation.
- A contractor to patch the ceiling was in today. The work will start Thursday and be done Friday. It's the same company that did work in the tech room.
- The new 3D signs were installed ahead of schedule. The "Fiction" sign is mounted too high and it will be adjusted.
- The Town is sending a crew to pump out most of the oil in the tank. Another company will pump the remaining oil to prepare it for inspection to close it.
- The Friends book sale for children's books was promoted on the DPL web site. It was much more successful than previous book sales.

- The Town Attorney looked into Tina Mentus running for trustee. It was determined that the DPL bylaws will rule. If Tina is elected, she could step down and the board would recommend an appointee or her daughter could resign to align with the bylaws.
- Susan shared comments from the library survey. Evan will highlight some results for display.

NEW BUSINESS:

- Phyllis made a motion to confirm the hiring of Donna Decker as a Lib I sub at \$17.50 hour. Jack seconded the motion and the motion passed.
- Jack moved to hire Cara Barlow as the new DPL Director with a starting date of April 28, 2014 per letter of agreement. Dorothy seconded the motion and all voted in favor.
- Cheri Bailey asked about a one-time exception to the meeting room policy to allow alcohol for a NH Humanities Council program, "Brewing in NH" on local beer brewing. Samples could be available. Christine questioned whether this was a town policy. Elizabeth will check with the Town to see what the regulations are. The program would be done regardless.
- Elizabeth requested a motion to give the Finance Committee authority to make any necessary line item budget adjustments necessary for the FY14 budget. This would entail moving money between lines. Charlie seconded. All voted in favor.
- Elizabeth acknowledged the service of the three trustees whose terms of service are complete this month: Phyllis, Christine and Dorothy.

GIFTS: None

MOTION TO ADJOURN:

Christine made a motion to adjourn. Joan seconded. All voted in favor.
The meeting was adjourned at 8:39 p.m.

Respectfully submitted,
Dorothy Wiley - Secretary

Reminders:

- Election tomorrow: March 11, 2014
- Next meeting: April 21st, 2014