

Final

**Derry Public Library
Board of Trustees
New Hampshire Room
November 16, 2015**

Present: Elizabeth Ives (Chair,) Charlie Zoeller (Vice Chair,) Lynne Mann (Secretary,) Dot Wiley (Treasurer,) Joan Crimlisk, Helen Evans, Liz Greenberg (guest,) Phyllis Howard, Cara Barlow (Director,) Pete Marcotte (guest)

Absent: Dave Fischer (Town Council Liaison,) Serena Levine (Liaison from SAU 10)

At 7:00pm Elizabeth called the meeting to order.

Amendments to agenda: approve LA1 position

Public comment: None

Phyllis moved to approve minutes of Oct. 19, 2015 public meeting as written. Helen seconded. Motion passed.

Phyllis moved to approve minutes of Oct. 19, 2015 non-public meeting as written. Helen seconded. Motion passed.

Receive Treasurer's Report

- In the general fund report, page 2, line 6 refers to the arborist.
- General Fund: on target at 34.6%.
- Fine Account: \$101,718.28
 -5,985.00 (paving paid in November)
 \$ 95,733.28 (in bank)
Target income \$9,698.03

Review Director's Report

- Charlie would like Sherry's program summaries included in the Director's Report. Cara will ensure that a summary of adult programs is in the trustee packet in the future.
- Nicole is reaching out to doctors' offices about her program for children on the autism spectrum. She is considering presenting a sample program to which pediatricians and councilors would be invited.
- Instead of providing copies of library news articles in the trustees' packet Cara will list dates and titles of articles that appear in the *Derry News* and *Nutfield News*.

Old Business

- Phyllis received a letter from the town clerk informing Phyllis that her term expires in 2017.
- Longevity Policy. Elizabeth motioned to approve the following statement policy as amended. Helen seconded. Motion passed with Charlie abstaining.

- *On an employee's anniversary date following the completion of the current salary scale, he/she shall be paid a stipend equaling 1% of the employee's yearly salary, subject to approval each year by the Board of Trustees based on criteria such as satisfactory performance review and annual budget status.*

New Business

- Phyllis moved to hire Alyssa LaPierre as LA1 at \$12.61/hr for 27hr/wk to replace Julie in the circulation department. Helen seconded. Motion passed.
- Elizabeth moved to appoint Julie as LA2 assistant to circulation head. She had been serving as a temporary LA2 assistant to circulation head for the past month. All were in favor. Motion passed.

Open House

Dec. 16, 6-8pm

- Friends of the Library will make baked goods.
- Nicole will tell a story.
- Trustees are asked to attend.
- Elizabeth will look for live music.
- Cara will e-mail trustees with open house information.

FY17 budget needs

- The health insurance options offered by HealthTrust have changed for 2016.
 - The Trustees have two plans to choose from, both of which will increase costs to staff. The MTB10 health plan is closest to the current plan.
 - The Personnel subcommittee will be bringing a recommendation to the Trustees at a future board meeting.
 - Currently the Trustees offer health insurance to full-time employees, of which there are eight. The Trustees pay for a single individual; at an employee's expense, eligible family members can be added to the health plan.
- The Personnel subcommittee is discussing longevity stipends and tuition reimbursement, and will be bringing a recommendation to the Trustees at a future board meeting.

Gifts: None

At 8:25 Charlie motioned to adjourn. Joan seconded. Motion passed.

Respectfully submitted,

Lynne Mann
Secretary

Upcoming dates: Dec. 4 Finance Committee meeting
Dec. 14 Trustee meeting
Dec. 16 Open House
Dec. 23 Personnel Committee meeting
Jan. 11, 2016 Trustee meeting