



# TOWN OF HUDSON

## Library Board of Trustees



194 Derry Road • Hudson, New Hampshire 03051 • Tel: 603-886-6030 • Fax: 603-816-4501

### Hudson Library Board of Trustees Regular Meeting 9-16-15 Accepted Minutes

#### **Present:**

Trustee Robin Rodgers, Chair  
Trustee Arlene Creeden, Treasurer  
Trustee Ellen Stokinger, Secretary  
Trustee Linda Kipnes  
Amy Friedman, Acting Director

**Call to Order:** Trustee Robin Rodgers, Board Chair called the meeting to order and led the audience in the Pledge of Allegiance at 6:00 pm.

#### **Public Hearing:**

Open Public Hearing

\$10,000 donation in memory of Evelyn Nesky

*Trustee Creeden moved to accept the \$10,000 donation with great thanks in memory of Evelyn Nesky, second by Trustee Kipnes. Motion passes 4-0.*

Closed Public Hearing

#### **Tree of Donation**

Trustee Rodgers would like to have a photo of Al Rodgers put up on the Tree of Donation.  
*Trustee Creeden moved to put a photo of Al Rodgers on the Tree of Donation second by Trustee Kipnes. Motion passes 4-0.*

#### **Report of Actions:**

Had an email vote to give all full and part time staff a 2% rate increase retroactive to July 1.  
*Trustee Creeden moved to approve a 2% rate increase to all full and part time staff retroactive to July 1 second by Trustee Kipnes. Motion passes 4-0*

#### **Introduction of Staff:**

Rivier Intern - Not present

Amy Friedman will be Acting Director while Charlie is away on vacation.

**Public Input:**

There was no public input

Trustee Stokinger asked about the pencil sketches that are displayed here; If we ever stop using this building the drawings will be moved to the new library.

**Acceptance of Minutes:**

*Trustee Stokinger moved to accept the draft regular minutes of August 19, 2015 as presented, second by Trustee Creeden. Motion passes 4-0.*

*Trustee Creeden moved to accept the draft non-public minutes of August 19, 2015 as presented, second by Trustee Stokinger. Motion passes 4-0.*

**Correspondence:**

Trustee of the Trust Fund notified Board of May, 2016 meeting.

Board of Selectman Chair Richard Maddox sent a letter to Trustees informing them that the Library will now be in charge of their own snow removal with the exception of sand/salting and large snow bank removal. This comes as a result of the School District's refusal to help with last year's snow removal costs. This is effective October 1.

Trustee Rodgers will be writing a letter to the Selectman for reconsideration. The Library budget is already \$20,000 short due to budget cuts.

Discussed the library being on town property, which could potentially be a liability to the town if they do not do the snow removal and someone gets hurt.

The Trustees discussed what they wanted included in the letter. Trustee Rodgers will finish the letter, e-mail to the Trustees for final approval and then mail it to the Board of Selectman.

If the Board of Selectman do not reconsider this action, the Trustees will add it to their budget.

*Trustee Creeden moved to send a letter of reconsideration to the Board of Selectman, second by Trustee Kipnes. Motion passes 4-0.*

Request from Steve Malizia from a Hudson resident under the Right to Know law for access to the August 19, 2015 meeting minutes.

Trustees discussed that the minutes are all on-line; however these minutes were just accepted tonight and not on-line yet. Will get this information to the interested resident.

**Reports to the Board:**

Treasurer's Report:

Trustee Creeden addressed the board.

All bills have been paid for August. Relatively quiet month; currently only spent \$12,000.

This report will be filed for audit.

Director's Report:

Acting Director Amy Friedman addressed the board.

Author talk: *We are Market Basket: The Story of the Unlikely Grassroots Movement That Saved a Beloved Business*

82 attended, HCTV provided a remote feed.

Summer Reading Program was popular.

Friday Films was well attended

Book Discussion, Genealogy, and Drop in Stitchers, programs ongoing

Had a booth at Old Home Days- Gave out information (event was not very well attended this year).

Attended the Community Resource Fair at the Early Learning Center as well as attended Teacher/Staff opening day at Alvirne. All employees that work in Hudson are eligible for a library card.

No Fines- there is a small group of patrons that like this opportunity.

September is free fines month- Kristen from the Children's room said it has been well received there; receiving lots of canned goods.

Upcoming Events:

September 19 – Folk Singer Jeff Warner – Songs of Old New Hampshire 2 pm

October 1 – Dead line for Buy a Brick program

October 21 – Rebecca Rule – “That Reminds me of a Story” 7 pm.

Acceptance of Donations - August

55 books and 37 DVD's

*Trustee Creeden moved to accept the August donations as presented, second by Trustee Stokinger. Motion passes 4-0.*

Friends of the Library:

Trustee Stokinger addressed the Trustees

Met on Tuesday (9-15-15)

Will be purchasing the LED Lighting for the Children's Room \$475.00, Canvas bags \$250 (for the Read 1000 Books by Kindergarten program).

Always looking for new volunteers for Second Hand Prose

Event's sponsored by the “Friends”:

Christmas decorating at the Library on November 30 at 6:30 pm; volunteers welcome.

December 5 – Visit with Santa

Will be at HMS Craft Fair

**Old Business:**

Gun Case

on-going

Bookkeeper – Karyn Masse

Karyn is in training; already familiar with this program; will take over after Rose Marie retires.

Sunday Hours

Due to the money lost during budget, currently have no immediate plan to add Sunday hours. Will look at this again to see if it is possible to have Sunday hours for a few months during the winter. Could potentially rearrange staff hours to accommodate the hours.

This will return to the Trustees at the November meeting.

Will be looking to replace a staff person who has given their notice.

Memorandum of Understanding

Met with Superintendent Bryan Lane; he was unaware that this payment had not been made.

Payment was made the next day.

The School Board have voted (4-1 Nadeau voted no) to a three year agreement with the Library to continue using this building. The Memorandum of Understanding will be signed by the School Board and returned to us.

Trustee Creeden will add this to our budget.

Pergola

Staff is doing research on this.

Friends Lumber said they could do this.

Reeds Ferry said they could not do this.

**New Business:**

Staff Training day – refreshments

There is money in the budget for this item line 237 (\$50)

Budget

Trustee Creeden addressed the board.

Mission Statement – only change is page 2 – change to completing and implementing

Budget Section

0% increase; add in snow removal (Steve Malizia is concerned with snow removal and Sunday hours lines)

Don't want budget to affect our staff or patrons

Book drop from the strategic plan – a help to patrons in South Hudson – so far 350 books have been returned there in a few weeks. Thanks to Friends Lumber.

***Trustee Creeden moved to accept the budget as printed second by Trustee Kipnes.***

***Motion passes 4-0.***

Budget is due to the Board of Selectman on October 20.

Salary Increases

2% for full and part time employees.

Change in hours

Some employee hours can be adjusted during slower periods of the day to save money; but need consistent hours of operation for patrons.

Front entrance wall plaques

Al Rodgers and Evelyn Nesky's photos will be added to the plaque.

Charlie will be on vacation 9-11-15 through 9-27-15

Amy Friedman will be acting director; Natalie Coolen as back up.

**Action Items:**

"Right to Know" letter – August meeting minutes  
Snow removal letter from Board of Selectman.

**Trustee Comments:**

Trustee Stokinger: Join Friends of the Library; applications are at the front desk.  
\$10 single/\$20 family

Trustee Creeden: Become a "Friend" if you frequent the library.

Encourage town employees to get a library card – free

If you are a library support and you would like to see something in the library let us know and we will add it to our wish list.

In the process of upgrading our computers.

Thanks to our patrons who waited patiently while we worked on getting our printers running.

Trustee Rodgers- No comments

Trustee Kipnes – Sustainability Committee September 23 at 6:30.

Button up – energy costs

Acting Director Amy Friedman- currently doing a food/toiletry drive

September is Library Card sign up month; there will be prizes for new card holders.

Let us know if you would like to share your talent with others at the library.

**Next meeting:**

Our next regularly scheduled meeting is Wednesday, October 21, 2015.

**Non-Public Session:**

*Trustee Creeden move to enter into Non-Public Session at 7:08 pm under RSA91-A:3 II. (a)*

*Second by Trustee Kipnes.*

*Chair called for a roll call vote*

*Trustee Stokinger-yes*

*Trustee Creeden-yes*

*Trustee Kipnes-yes*

*Trustee Rodgers-yes*

*Motion passes 4-0*

*Enter Non-Public Session at 7:08*

**Adjourn:**

Meeting adjourned at 7:35 pm

Respectfully Submitted,

Dotty Murray  
Board Recorder

**Hudson Library Board of Trustees  
Accepted Non-Public Minutes  
9-16-15**

**Present:**

Trustee Robin Rodgers, Chair  
Trustee Arlene Creeden, Treasurer  
Trustee Ellen Stokinger, Secretary  
Trustee Linda Kipnes  
Acting Director Amy Friedman

**Non-Public Session:**

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Second by Trustee Kipnes.*

*Chair called for a roll call vote*

*Trustee Stokinger-yes*

*Trustee Creeden-yes*

*Trustee Kipnes-yes*

*Trustee Rodgers-yes*

*Motion passes 4-0*

*Enter Non-Public Session at 7:08*

The Trustees worked on Library Director's evaluation.  
Trustee Rodgers said all payroll changes are done and effective July 1.

*Trustee Creeden moved to give the Library Director a 2% rate increase second by Trustee  
Stokinger. Motion passes 4-0.*

*Trustee Creeden moved to exit Non-Public at 7:35 pm second by Trustee Kipnes.*

*Motion passes 4-0.*

**Adjourn:**

Meeting adjourned at 7:35 pm

Respectfully Submitted,

Dotty Murray  
Board Recorder