



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 May 20 2015 Accepted Minutes

Present:

Trustee Linda Kipnes, Chairman
Trustee Robin Rodgers, Vice-Chairman
Trustee Arlene Creeden, Treasurer
Trustee Steve Middlemiss
Charles Matthews, Director

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

Report of Actions:

Non Public discussion

Full time position open; have restructured the responsibilities for this position.

Will vote on a candidate tonight during non-public.

Introduction of Staff:

There was no staff introduction.

Public Input:

There was no public input.

Acceptance of Minutes:

April 15, 2015 regular

Page 2 bottom – change residence to resident

Adjourn at 7:30

Trustee Creeden moved to accept the regular minutes of April 15 as corrected, second by Trustee Rodgers. Motion passes 4-0.

April 15, 2015 non-public

Under staff listing should read \$15.50.

Trustee Creeden moved to accept the Non Public minutes of April 15 as corrected, second by Trustee Rodgers. Motion passes 4-0.

Correspondence:

There was no correspondence.

Reports to the Board:

Treasurer's Report:

Trustee Creeden addressed the board.

Currently over in the mileage account, moved some to computer line for meeting travel.

Budget is on track; will know by June if there is extra money.

File for Audit by Trustee Rodgers.

Selectman Liaison's Report:

No report.

Director's Report:

Lots of special programs in April.

Tax help ended April 13. Easter centerpiece workshop well attended. Larry Knight – *Two Soldiers; Two Prisoners: The Story of Two Brothers in the Civil War*.

Dan Szczesny – *The Nepal Chronicles*. Songs and Stories of WWII by Richard Krupper performed two concerts well attended. Poetry Contest received 147 poems. Money Smart Week. Estate Planning April 21, 89 people attended. Genealogy club by Laurie Jasper.

Film Series is doing well *The Judge* and *The Penguins of Madagascar*. Digital picture frame at the reference desk shows a slide show of upcoming events. Circulation for April down 4.3% from March but up from last April. 67 new patron cards. 62 Children's programs. Wifi access points installed in the ceiling. Building Maintenance – false alarm on 4-12-15. Completed a background check on the adult caregiver of volunteer Lenny; exempted Lenny from this check. Library is closed on Memorial Day.

Upcoming events: May 30-5th anniversary fun fair at Benson Park; June 4-Presentation by Hank Phillippi Ryan author *Truth be Told Now*. June 6-6th anniversary "How to Fair" and cupcake contest. June 13- Karaoke at Hills Memorial Library. June 26 Cookout 5pm and Steve Blunt concert at 6pm. June 29-laser tag.

Acceptance of Donations:

5 books

Trustee Creeden moved to accept the donation of 5 books second by Trustee Rodgers. Motion passes 4-0.

Friends of the Library:

Trustee Kipnes addressed the board.

Met last night; will be funding refreshments for Karaoke and paper goods for the cookout. Had a visit from the women doing the Little Free Library at Benson Park; located near the gorilla cage. Friends will supply books to her from Second Hand Prose if needed. She may join Friends. Scholarship winner chosen \$1,000.

Old Business:

Election of Officers

Trustee Rodgers moved to nominate Trustee Creeden for treasurer second by Trustee Middlemiss. Nomination accepted by Trustee Creeden.

Trustee Creeden moved to nominate Trustee Stokinger for Secretary second by Trustee Rodgers.

Trustee Kipnes moved to nominate Trustee Rodgers for Chair, second by Trustee Creeden. Nomination accepted by Trustee Rodgers.

*Trustee Kipnes moved to nominate Trustee Middlemiss for Vice Chair, second by Trustee Rodgers. Nomination accepted by Trustee Middlemiss.
All nominations were accepted 4-0.*

Summer Reading Program

BBQ kickoff – Super Hero theme.

There will be a Super hero movie. Lindsay and her Puppet Pals will perform. Picnic at Benson Park July 22, will reserve space; Super Hero Training Day – obstacle course; Comedian on August 5; Magician on August 12; Laser Tag on June 29. A musical family will perform a concert.

Reminder there is also a summer program for adults; can win prizes.

Report on gun case: Proposal

No proposal yet.

Vacated Public Libraries Project: follow up

Could host a community forum in the future (maybe fall); currently promoting room availability. Contact Charlie if you have any room use ideas.

NHLTA Annual Meeting

Charlie and Trustee Kipnes attended this meeting. Keynote speaker was very good. Good conference however disappointed with some workshops.

Strategic plan items

Book drop – Still waiting for a quote from vendor; approximate cost \$6,000. This is a top priority for use of excess funds.

Marketing plan – Brenda Collins put out an ad seeking someone to look plan over, got one response at a cost of \$399. Charlie’s friend offered to look it over for free but would still like to find someone with experience to refine the plan; may do it ourselves.

New Business:

Policy Changes: Study Room Use, Circulation

Circulation Materials

Books and Periodicals

Number of items loaned

Strike “For new cardholders, there is a limit of four items”.

Strike “Established”

Study Rooms

Use

1. Add “With the exception of same day reservations”,

Add “The library cannot guarantee the space for regular meetings. No group may transfer use of room to another group”

3. Add “A maximum of two meetings per week may be scheduled. The Library Director or the Board of Trustees must approve long term or multiple engagements”

5. Add “Library Staff should be notified as soon as possible if a meeting scheduled for the room has been canceled. If a recurring reservation is not used two time consecutively without notice to the Library, all remaining reservations will be canceled and the group so notified”

Trustee Creeden moved to accept policy changes as printed second by Trustee Rodgers. Motion passes 4-0.

Wish List

Waiting until June to see if there is excess money.

Technology Plan

Will be presented at the June Meeting.

Hire of Assistant Librarian (non public)

Action Items:

Book Drop and left over money.

Trustee Comments:

Trustee Middlemiss – No comments

Trustee Rodgers – Thanks Linda, I hope I do as well.

Trustee Creeden – Thanks Linda. Go to our website for our Summer Program activities. Attend our cookout.

Director Matthews – Thanks Linda, you have been a terrific Chair. Come to our “How To Fair” and Cupcake contest featuring AHS Jazz.

Trustee Kipnes – Lots going on, come join us; let us know if you have any suggestions. Thanks to all the Trustees, I have enjoyed being Chair

Next meeting:

Our next regularly scheduled meeting is Wednesday, June 17, 2015

Non-Public Session:

Trustee Creeden move to enter into Non-Public Session at 6:54pm under RSA91-A:3 II. (a) and (d)

Chair called for a roll call vote

Trustee Middlemiss-yes

Trustee Rodgers-yes

Trustee Creeden-yes

Trustee Kipnes-yes

Motion passes 4-0.

Enter Non-Public at 6:54 pm.

Will report any actions at the next meeting.

Adjourn:

Meeting adjourned at 7:12 pm

Respectfully Submitted,

Dotty Murray
Board Recorder

Hudson Library Board of Trustees
Accepted Non-Public Minutes
May 20, 2015

Present:

Trustee Linda Kipnes, Chairman
Trustee Robin Rodgers, Vice-Chairman
Trustee Arlene Creeden, Treasurer
Trustee Steve Middlemiss
Charles Matthews, Director

Non-Public Session:

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Chair called for a roll call vote

Trustee Middlemiss-yes

Trustee Rodgers-yes

Trustee Creeden-yes

Trustee Kipnes-yes

Motion passes 4-0.

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Alternate Trustee discussion

Need fill ins during the Winter months; would be appointed by the Board of Selectman.

Will discuss this again in June.

Town current writes out our bills/Checks; we can do it online now.

Will discuss this again.

Will need someone to take over Rosemary's place.

Hiring – New Full Time position

Four internal candidates applied for this position.

Charlie recommended Linda who has more experience and a great personality; she addressed all of the items we wanted. Linda's current position will not be replaced, not needed.

Trustee Creeden moved to offer Linda the Full Time Library Assistant position at \$15.50 per hour, starting in June second by Trustee Rodgers. Motion passes 4-0.

Trustee Creeden moved to exit Non-Public and adjourn second by Trustee Rodgers. Motion passes 4-0.

Adjourn:

Meeting adjourned at 7:12pm.

Respectfully Submitted,

Dotty Murray
Board Recorder