

Town of Hudson, NH  
Library Board of Trustee  
Minutes August 20, 2014

Call to order 6:00 PM Linda Kipnes. All trustees and Library Director were present. Selectman Representative arrived at 7:00.

Pledge of Allegiance: led by Trustee Rodgers

Trustee Kipnes reported that a vote was taken via e-mail to allow 2 staff members to attend training. Action was approved.

Introduction of Library staff: Danny Arsenault – Report on Teen summer programs and success of Laser Tag program in July.

Minutes of June 18, 2014 and July 16, 2014 were accepted with following corrections, 1) add the electronic vote by trustees this summer to allow start of computer classes by library staff; motion by Trustee Creeden, second by Trustee Rodgers. 2) Name spelling corrections: Nancy Brucker. - Arlene motioned to make corrections, Linda seconded.

Non public minutes for June 18, 2014 were approved as written.

Trustee Creeden moved to close off the Trustee Library e-mail accounts so only Trustees can access and send out information. This is to prevent spam from going out through accounts. Trustee Rodgers seconded. Motion was adopted.

Public input; NONE

Correspondence: 1. Thank you was sent to the Hudson Lions for the donation of \$300 for large Print Books. 2. Thank you was sent to GFWC Hudson Junior Woman's Club for \$250 worth of gift cards for summer reading. 3. Thank you was received from Miss Kelly Magic Zoology activity at Library basement for Para-normal activity,

Treasurers Report for July was presented and put on file for audit. The June report was sent with all the records to the auditor and was returned when finished. About \$4000.00 was left in the salary account. In the past this money was given back to the town. Once we know the exact amount we will take a vote. Old records are being shredded up to the records of 2004.

Trustee Rodgers moved to transfer the excess unassigned money in the Citizens Bank Money market Fund to the TD Bank Building Fund Checking Account or to buy a CD if more

advantageous to the library. Motion was seconded. After some discussion the motion was adopted.

Directors Report: The Director reported the following: 1. highlighted that the use of Hills Garrison School for Wed. summer projects was helpful. 2. Frozen program was well attended. 3. Had 4 volunteers for children's programs. 4. Chrome Books are in library use now. 5. 7/9/14 was the busiest day with 3 programs that day. Upcoming events are- 9/17 Irish Concert, 10/1 Brewing in NH lecture.

Donations: Motion to accept 34 books in June and 21 in July, also accepted 14DVDs in June and 2 in July. There were also monetary donations from the Lions Club who donated \$300 for large print book and the GFWC Hudson Junior Woman's Club donated \$250 in gift cards for the summer reading prizes. Motion was moved by Trustee Creeden, seconded by Trustee Rodgers. Motion was adopted.

Selectman Report: Selectman Brucker arrived at 7 pm and reported that at the last selectman meeting, discussion included a State amendment to keep library budgets separate from town budgets. There was some discussion that a 2% increase was suggested as amount of increase in budget. We are currently in a 3 yr default budget.

Friends of the Library (FOL): -next meeting 9/16/14. New treasurer needed by Nov.1<sup>st</sup>.

Old Business: Distribution of Non-library material – not allowed inside the building, was added to policy. Motion by Trustee Creeden, second by Trustee Middlemiss, adopted.

Comparative library staff pay scales –report by Charlie with four sources. Motion by Trustee Creeden and second by Trustee Rodgers to review Library collective bargaining salaries by steps raises. Motion was adopted.

Year End Financial report was shared by Trustee Creeden that all working account money was spent, most of the salary money was also spent and we have received the first half of the working account check for the FY 15 year.

Strategic Planning: There will be a meeting on 9/15 with Elaine Brody to present the findings of the committee. All are invited.

Wish list- see list submitted by Director. Trustee Creeden advised waiting for a while to see how the budget is going before we spend extra money.

Status report on Trustee Rodgers computer is no longer working. Trustee Rodgers lost the report. Most items have been addressed and a few were ongoing. Trustees Creeden and Kipnes offered to help her retrieve data.

New Business: A page has left the library on 8/13. Fourteen applicants were received for the job. @\$8.50 /hr. Charlie has reviewed candidates and recommended his choice. Motion by Trustee Rodgers and seconded by Trustee Kipnes to hire the page who is a senior at Alvirne High. Motion was adopted after some discussion.

Action: Information will be collected about creating a salary step warrant article.

Trustee comments: Trustees Middlemiss and Stokinger - no comments.

Trustee Rodgers: Kudos to Danny for increased programming and attendance.

Trustee Creeden: Thanks to all who came to the library this summer for programs,

Trustee Kipnes: Staff did a wonderful job with summer activities. Glad to hear that people took advantage of them all.

Director: Charlie Matthews -Thanks to Hills Garrison School for use of school and signage. Hopefully they will offer it next year too.

Next meeting: September 17, 2014 @ 6 PM.

Motion to enter nonpublic under RSA 91-A: 3 II. (a) at 7:25. Trustee roll call vote. Creeden: yes; Rodgers: yes; Middlemiss: yes; Stokinger, yes; Kipnes: yes.

Returned from non-public at 8:30.

Motion made from non-public: Motion by Trustee Creeden, second by Trustee Rodgers to raise the salary of the bookkeeper to \$15.50 per hour effective 8/18/14.

Motion to adjourn at 8:35 PM. Adopted.

Respectfully submitted,

Ellen Stokinger