



TOWN OF HUDSON

Library Board of Trustees



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Hudson Library Board of Trustees Regular Meeting Minutes May 18, 2011

Call to order at 6:01 p.m. at the Hills Memorial Library Building. Pledge of Allegiance led by Connie Owen.

Attendance: Trustees Connie Owen, Robin Rodgers, Linda Kipnes, and Jennifer Chafe. Library Director Toni Weller. Excused: Trustee Arlene Creeden and Selectman Ben Nadeau.

Public Input: There was no public input.

Acceptance of Minutes:

Board Minutes from April 20, 2011. Motion made to accept minutes (pending spelling corrections) by Linda Kipnes, seconded by Robin Rodgers. Accepted unanimously.

Board Minutes from Non-public session of April 20, 2011. Motion made to accept minutes (pending spelling corrections) made by Linda Kipnes, seconded by Jennifer Chafe. Accepted unanimously. The decision to hire current part-time employee to the full time Library Technology Specialist position during the non-public session as well as the decision to seal the minutes of the non-public session on April 20, 2011 was reported to the public

Correspondences:

Invitation to the AG Charitable Trust Unit/DRA's Library Trustee Conference, scheduled for June 7, 2011 from 1p.m-4p.m was received.

Treasures Report:

In the absence of Trustee Creeden, treasurer, the treasurer's report was reviewed and placed on file pending any questions for Trustee Creeden. Director Weller noted that May and June are the months during which many of the larger bills are due at the end of the budget year.

Chairman's Report:

Chairperson Owen shared that she attended the Chamber of Commerce Exhibition at Alvirne High School. She was approached by Republican Representative, Robert Haefner, who offered to donate an American Flag for the Community Room at the Rodgers Memorial Library from the local Republican club. Trustee Rodgers made a motion to accept the permanent gift of the U.S flag. Trustee Kipnes seconded the motion. Motion was accepted unanimously.

Chairperson Owen extended the invitation to the Ice Cream Social hosted by the Town for volunteers and a guest. This event is scheduled for Wednesday June 1, 2011 at 6p.m.

Director's Report:

In addition to Director Weller's written report, Director Weller requested approval to close the library for a day in the month of August for a staff training. Director Weller reported that she would like the New Hampshire Technology Librarian to conduct a training for the whole staff. Trustee Chafe supported that this would benefit the library staff both with respect to the development of new skills, but also for morale and enrichment purposes. There was discussion about this training being a half-day training rather than a full day. Additional discussion included having a skeleton crew working at the library including the Trustees so that minimal library business can be conducted. Director Weller will continue to look into possible days for this training which will have minimal impact of the operation of the library. She will also look into the availability of desired presenters.

Acceptance of donations:

Trustee Kipnes moved to accept donations for the month of April that included 25 books, 5 DVD's, and 4 CD's. Trustee Rodgers seconded the motion. Accepted Unanimously.

Friends of the Library:

Trustee Chafe reported that the Friends of the Library hosted a 2-day Second Hand Prose in May 2011. The Friends are scheduling an evening SHP event on July 28 from 6-8pm as a trial in addition to the regular July and August Sunday sessions.

The Friends have chosen two recipients for the Leonard A. Smith Memorial Scholarship. Trustee Chafe will present the scholarships at awards night on 6/13/11. There is still space for the Friends sponsored fundraising event on Extreme Couponing. The cost is \$20 and each attendee receives a packet of useful coupons. The Friends elected officers and are accepting new and renewal memberships as existing memberships expire in 6/11.

Selectman Liaison:

Chairperson Owen reported that Selectman Nadeau is finding it difficult to fit the Library Board of Trustee meetings into his schedule. He will be working with Chairperson Owen on ways to remain informed and work with the Trustees.

Logo:

Trustee Rodgers reported that both Kate Butler and Joanne Bergeron are still working on the logo for completion.

Donation Utilization:

Trustee Owen reminded Trustees to continue to contemplate ideas for the use of the Phil Rodgers gift and memorial donation. Decision will be made by July.

Second Anniversary Celebration:

Trustee Rodgers reported that she and Trustee Chafe have worked on invitations and flyers for the anniversary celebration. A brief ceremony is being planned in conjunction with the brick dedication. The event will take place on June 11, 2011 from 11a.m.-1p.m. at the Rodgers Memorial Library.

#47 Library Street:

There has been no change in the status of this property. The property needs some items including a refrigerator, so that it can be rented. There seem to be minimal problems noted with

the property. Two rental agencies toured the property with Custodian Bob Gagnon and town Administrator Steve Malazia and are anxious to list it for rent.

NHLTA Workshops:

Chairperson Owen noted that the conference was "valuable" and that the keynote speaker, Marilyn Johnson, was "dynamic." She identified some things that she took away from the conference, including using social media sites to "solicit quotes from happy customers" also remarking on the value of outreach to seniors with regard to computer skills. Workshops included: Conflict Resolution; Board Self-evaluation; Engaging Volunteers; Right to Know laws; Working with other town Boards and Officials; Developing Policy; and Environmental-friendly Libraries. Other trustees reported briefly on the value of the sessions they attended.

Work Committee Structure:

Trustee Rodgers is going to develop and circulate an updated list of Trustee committee assignments.

Foundations:

Director Weller is going to explore interest in an informative meeting with Terry Knowles, Department of Charitable Trusts, to gain insight about the benefits of a library foundation.

Action Plan:

Chairperson Owen will develop an informal action plan identifying assigned responsibilities as a result of this meeting.

Trustee Comments:

Linda Kipnes- No comment

Robin Rodgers- "I would like to thank Jen for the work we have done on the anniversary celebration. She has been a joy to work with. It is going to be a nice day and a nice celebration to be remembered. Hopefully the weather improves for our celebration."

Toni Weller- "I would like to remind everyone that there is still space available for the Extreme Couponing fundraiser event sponsored by the Friends of the Library. It is this Saturday from 10-noon. You will get your 20 dollar fee back in coupons."

Connie Owen- "I too hope the weather improves. I would like to thank you all for your hard work. I am sure the anniversary will be a nice, low-key celebration. Thank you to Robin and Jen for your work on the celebration."

Next Meeting: Wednesday, June 15, 2011. 6 p.m. at the Hills Memorial Library Meeting Room.

The Meeting adjourned at 7:20 p.m.

Respectfully Submitted,

Jennifer Chafe, Secretary