

**Philbrick James Library
Meeting of the Board of Trustees**

July 6, 2009

Present:

K. Berglund, C Carr, C. Cook, E. DeCota, G. Doane, A. Draper, C. Libis, M. Mann

Commenced: 7:05

Public Comment: None

Secretary's Report: Accepted

Treasurer's Report: Claudia worked with Don Williams to transfer treasurer's information and data required by the town was submitted. Claudia also explained concerns expressed by the Moose Plate Grant overseers as to why we did not qualify for a grant to reduce the cost of the lift.

Librarian's Report:

PSNH did not receive the grant which would have allowed them to donate a kilowatt meter the library. However, they still plan to do so.

Passes: We will look at the \$65 cost of a pass to the Farm Museum in April as it is only good for the summer. The trustees voted to renew the Planetarium pass which runs out in August at \$250. It receives a lot of use.

MBC hearings have been set: Town work session on December 12, Public Hearing on January 12.

Thanks to Chris and Jill Carr for their landscaping efforts.

Technology: Chris Carr will look into replacement flat screen monitors for Mel and Evelyn. \$325 was appropriated for this cause. He may also be able to get two additional free public access computers.

Programs: 70 parents and children came to the Summer Reading kickoff. Sixty children are signed up for the program. Sixteen youth have expressed interest in the 4-H babysitting program and 12-14 have returned their paperwork.

Repairs: The septic work is complete. The railing is in place. Work on the French drains will commence soon but Paul Smith needs permission to prune the Rhododendrons and Crab Apple. Permission was given. Maureen will deal with the faucet issue.

Old Business: Greg and Chris installed the AC in the adult room. The AC was not installed in the children's room as that window will be removed with the vestibule addition.

A list of questions has been drawn up about details about the vestibule and lift which will be presented to Gerry Paquette and Bruce Mason.

The organ has left the premises.

New Business: Jeanette Winslow has retired [four hours weekly] and Mel has reduced her hours by six. A 10-hour position is thus available. Evelyn will notify the BOS that she will complete a job description and the position will be advertised.

Custodian Laurie Roy will be undergoing surgery on July 28 and expects a prolonged recovery. She has been given additional hours at her other job so will be resigning from the library. Evelyn will also post that job description.

Performance evaluations are due August 3. It is planned to finish the evaluation of Evelyn that evening and submit the paperwork to the town after the meeting. Evelyn will perform other personnel evaluations.

A special trustees meeting will take place on July 27 to work on the evaluation and begin the budget process.

SILC will hold an open house for all member library trustees on September 14. Eleven libraries are involved. There is current legislation concerned lead in library books which must be followed.

Next Meeting: August 3, 2009, 7:00 pm.

Adjourned: 8:40 pm.

Respectfully submitted,
Maureen Mann