

Newington Library Board of Trustees (LBOT) Meeting Minutes

Date: 29 December, 2014

Called to order by Chair M at 6:06

Present: Trustees Melissa Prefontaine (M); Lee Lamson (L); Jack O'Reilly (J); Gup Knox (G).
Member of the public, Ann Hebert

Minutes: Moved by J, seconded by G to accept the Public minutes of 12/17/14 and 12/19/14 and Non-Public minutes of 12/15/14 and 12/17/14. Accepted 4-0

Treasurer's Report: Spending is still on track. Report is on file in the library. Treasurer will meet with our accountant 12/30 in preparation for end of year items.

Job Postings: Director Scott Campbell (S) has interviewed two applicants so far with more interviews planned for next week. There are 8 received so far. M will work with S to narrow down the list to present to the full LBOT. M has looked at the applications and reports that many look good.

Building Expenses:

- M has noticed that the thermostats' settings are being changed to higher numbers at times. All agree that they should be left at 68F when the building is open.
- The presentation room thermostat may not be working properly. The Contractor and Architect have been notified. It will be investigated.
- Fireplaces are being left on at times when no patrons are near them. They should be left off when patrons are not sitting in front of them. They are not an efficient heat source.
- Bathroom doors should be left open when the library is closed to promote better heating of them.
- M will write a memo to all staff about the above issues.

Suggestion Box: All agreed it can be useful. M will inform S to reinstitute it.

Construction Updates:

- Old building portico leak may have stopped when the round window above the door was resealed. It will be monitored for leak recurrence before any further actions are taken (covering possible leak areas with Plexiglas was discussed).
- Repairs-the Contractor recommends prioritizing fixing flashing and basement leaks.

- Additional gutters that were previously approved will be installed in the next 2 weeks.
- Children's Room will have sound baffles and replacement floor tiles installed the week of 1/12/15
- Old building sagging shelves-Moved by G, seconded by L to have Skofield Builders repair them for \$1500 (they have done previous excellent work in the building). Approved 4-0

Programming: Received a complaint from one resident about showing a UNH playoff game in the presentation room. The LBOT had no problem doing it but feels that the Director, who is responsible for programming, needs to keep the LBOT better informed of planned events (email blasts?). L stated that LBOT meetings should not be scheduled the same time as evening events. All agreed.

Public Comment: Ann Hebert stated she didn't feel putting the Library Director's birthday on the Library calendar was appropriate. M will look into this.

Non-Public: At 7:03, moved by J, Second by G to go into non-public session per RSA 91-A:3 II (a) and (c) personnel. Roll call L-Yes, G-Yes, J-Yes, M-Yes (4-0)

Non-Public: At 7:55, moved by L, second by G to come out of non-public session. Roll call vote G-Yes, L-Yes, J-Yes, M-Yes (4-0).

Moved by J, second by G to seal the non-public minutes indefinitely. Approved 4-0 by roll call, L-Yes, G-Yes, J-Yes, M-Yes.

Director's Contract: Moved by J, seconded by G to accept the new contract as proposed. Approved 4-0

Next Meetings: 1/27 at 6:00 at library.

Adjournment: Moved by G, second by J to adjourn at 8:5-04. Approved 4-0.

Respectfully Submitted

Jack O'Reilly