

## **Newington Library Board of Trustees (LBOT) Meeting Minutes**

**Date:** 8 Oct, 2013

**Present:** Trustees Melissa Prefontaine (M), Lee Lamson (L), Steve Bush (S), Granville Knox (G) Trustee Alternate Jack O'Reilly (J), Library Director Scott Campbell. (SC, arrived at 6:00)

Called to order by Chair M at 5:07

**Non-Public:** At 5:07, moved by J, Second by S to go into non-public session per RSA 91-A:3 II (a) personnel. Roll call vote 5-0

**Non-Public:** At 6:30, moved by S, second by L to come out of non-public session. Roll call vote 5-0. No votes were taken during the session.

Moved by S, second by L to seal the non-public minutes indefinitely. Approved 5-0

**Minutes:** Moved by G, second by S to approve meeting minutes of 9/24/13 public and non-public. Approved 4-0 (G abstained-absent from meeting)

**Security:** Moved by L, second by G to switch to Pro Technology ASAP. Approved 5-0

**Ivy on Library:** Has all been removed as required for building renovation. LBOT agrees it is under our purview. M found many building problems while doing some removing herself such as: hole in building, bugs, missing mortar. The renovation architect Ron Lamarre feels strongly based on classes he has attended that ivy can be detrimental to brickwork. The LBOT agrees it needs a maintenance plan and to find a "pre 1930's" expert mason.

**New Addition:** Windows have been ordered (HDC verbal OK). Will try for a decision on roof shingles with the HDC on 10/11.

**Open House:** Public will be invited to review/tour the new addition on 10/18 @ 10:00 and 11/13 @ 6:00

**Fundraising:** M discussed with Durham Library Director. They had a MUCH larger program than we possibly could. Further work on this is on hold for now.

**Board of Selectmen (BOS):** M contacted by BOS chair and invited to a meeting on 10/14 to discuss library parking lot and signage. J was apparently appointed as a full time Library Trustee at an earlier meeting but this fact was inadvertently omitted from BOS minutes and he was never notified. J will contact the Town Clerk to be sworn in.

**Budget:** Discussed where/how to include the expected trust fund interest in our budget. We have learned that spending the interest needs voter approval at the Town Meeting. In the past

it was always just spent. It will essentially be a budget “wash” where expenditures = revenue. Will discuss with our bookkeeper and at our next meeting.

**Staffing:** SC is looking at it for future scheduling to ensure continuity and staffing efficiency

**Personnel Policy:** M has received attorney comments and is working on them. LBOT needs to pursue getting this completed.

**Director’s Report:**

- Check from a grant which supported his attendance at an earlier conference was sent today
- SC has been invited to be a presenter at a New England Library Association conference in Portland, Maine this year. Because of that, his hotel will be paid for. The schedule is such that he will miss no work. Moved by G to authorize SC to attend, second by L. Approved 5-0
- He has received for professional moving companies to transfer books from the old to the addition when the time comes. No vote taken yet.

**Adjournment:** At 8:08, moved by S, second by J. Approved 5-0

Respectfully submitted

Jack O’Reilly