

MINUTES OF THE LIBRARY BOARD OF TRUSTEES

Regular Meeting

March 17, 2015

Rose Room

6:00 p.m.

Members present: Nat Goodspeed, Pam Hubbard, Amy Lemelin, Steve Maimes, John Ruese, Natalie Wensley, and Brian Sylvester, Director.

1. The meeting was called to order at 6:05 p.m.
2. The minutes were accepted after the correction of a typographical error in Steve Maimes' name.
3. The treasurer's report was placed on file. Brian noted that funds budgeted for the purchase of books and periodicals have been exhausted. Supplies for the children's room have also been spent. Money for additional supplies will have to come from another line item. The Special Account balance is a bit lower than at the same time last year.
4. Election of Officers
Following a motion by John Ruese, seconded by Amy Lemelin, the secretary cast a vote for the following slate of officers: Pam Hubbard, Chair; John Ruese, Vice-chair; Natalie Wensley, Secretary; and Steve Maimes, Treasurer.
5. Communications from the Director
 - a. Building and Grounds Update
Since ice was cleared from the roof area near the drain, the leak has stopped. We continue to have issues with the book drop. A properly installed replacement is needed.
 - b. Furniture Re-upholstery project
There are seven upright chairs left to be recovered with the work needing to be completed by July 1st.
 - c. Personnel
Kaitlyn Goodwin has accepted the position in the children's area, and Andrew Clark is the new hire for the page position. Peggy is on extended leave for family illness.
 - d. Performance Evaluations
Brian and the staff are working on a draft of an evaluation instrument that would be more suited for Library personnel than the one used for other city departments. The trustees will meet in executive session on the 18th to complete Brian's evaluation.
6. Old Business
 - a. RFID Project Update
There is nothing to report on the RFID project.
 - b. Pest Management
The trustees read a revision of the pest management policy and voted to adopt it, following a motion by Natalie which was seconded by John

7. New Business

a. Internet Use Policy Revision

A new draft of the internet policy was reviewed and approved with the insertion of wording regarding non-spamming. The motion to adopt was made by Amy Lemelin and seconded by Nat Goodpeed.

b. Children's Internet Use Policy revision

The revision of the children's internet use policy was adopted, following a motion by Natalie and seconded by Amy.

c. Patron Ban Procedure

There was discussion of some aspects of the evolving procedure, including the importance of notifying the Rochester Police Department when a patron is banned.

d. The third Local Authors Festival will take place at the Library on April 25th.

e. The Friends of the Library will hold a Spring Fling to attract new members.

f. Magazines are now downloadable with Overdrive.

8. Nonpublic Session Per 91-A:3 II (a), (c), (d) and 91-A 2I (b), (c)

The trustees entered a nonpublic session at 7:15 p.m. on a motion by Natalie, seconded by John. At 7:22, they came out of the nonpublic session on a motion by Natalie, seconded by John.

9. Other

a. Steve has learned through the Rochester Arts Commission that there are no applicants for Poet Laureate.

b. Regret was expressed over the retirement of John Nolan who gave valuable coverage of Library activities in the *Rochester Times*.

c. Amy noted that the seed starting class at the Library, presented by the UNH Cooperative Extension, was very well done.

d. The trustees were reminded that the presentation of the Library's FY 2016 budget to the City Council will take place on May 12th.

e. The next meeting of the trustees is scheduled for April 21st at 6:00 p.m. in the Rose Room.

10. The meeting was adjourned at 7:35 p.m.