

Newmarket Public Library Trustees

Meeting Minutes

June 11, 2013 meeting
APPROVED 7/16/2013

Present: Sandy Allen, Rod Crepeau, Joan DeYoreo, Mary Mahoney, Lisa Zhe, Trustees;
Library director Sharon Kidney

Absent – Friend liaison – Lisa Arbogast (Elizabeth Ashley)

1. *Minutes accepted*
2. *Lisa Arbogast* – Friends report postponed as no one was able to attend from the Friends group.
3. *Treasury report* – Rod reported that he and Mary will meet with Terry Knowles (Assistant Director, Charitable Trust Unit for the New Hampshire Library Association/New Hampshire Attorney General). They had attended her workshop in May at the trustees workshop, she suggested they meet at another time. They'll be meeting with her on June 28th and Rod will report back what they decide. Trustees voted to accept his report.
4. Sharon gave an update on the *windows project*. She met with interim finance director Matt Angell about the project. He will assist her in getting ready to go out for bids. Some of the older windows are in better shape than the ones on the new addition, she reported.
5. *Outdoor bulletin board* – has arrived, waiting for DPW to be available to install it. Sharon found a couple of cork wallboards for the front lobby. They are more professional than the Staples style, we can put everything up on one board. Cost is around \$50. Joan asked who removes the items, Sharon said staff takes turns removing things when they get old/expire. No motion needed to approve the expenditure, as not using trustee money.
6. Update on the *parking situation*, in reference to Chinburg Builders wanting one of our parking spaces for the new restaurant next door. Sharon explained she's been in touch with Town Councilor Dan Wright, the council liaison to the planning board. He said he thought the developer might be taking advantage of us. He said he thought the reason is that they didn't have the space they needed, so decided to look into taking a space from the library. If they put in the slanted spaces, with one way entrance, the library will lose a space, in addition to the space at the end near the island. Sandy pointed out that the angle is the wrong way for those people who like to drive into the library from the back entrance, on Spring Street. Sharon said Dan mentioned he thought Chinburg would seek a continuance at tonight's planning board meeting. Joan said she thought the four way stop would be a good idea from a safety perspective. And she reminded the group that the property in question is the library's, not Chinburg's. Sharon agreed, saying that

Dan reminded her it's the library's property, and we don't have to do what Chinburg wants. Joan said that they will be permitted to talk tonight during the open comment portion of the pb meeting. Rod pointed out that technically, a one-way driveway would be safer. Joan and Sandy agreed to attend the PB meeting on behalf of the library and tell them we want the parking to remain the same, but that we'll be happy if they implement the four-way stop sign. Sandy said she objected to them changing our parking. Rod pointed out that the documentation we received from Chinburg (sent to town planner Diane Hardy) doesn't make mention of them giving us two additional spaces to make up for the two they'd be taking if their plan is approved. Parking is an issue for the whole town, he said. Joan agreed, saying there is nothing in writing to say the two spots will be replaced if they implement the new plan with the four way stop sign. The good thing about the four way stop, according to Joan, is it will prevent people dashing through the back driveway of the library. Sandy pointed out we don't need two more spaces if we keep the current configuration. She also said she doesn't like the idea of the slanted parking. Rod agreed it was a good idea for representatives from the board of trustees to be present at the PB meeting.

7. In reference to the *search for the new library director*, to follow up on an email exchange – we agreed that the position will require an ALA accredited master's degree in library science, in addition to three years of administration and supervisory in a public library. Joan said it's a good idea to cover our bases with job requirement of a degree. All voted in approval of this.
8. Joan suggested the job be posted on the NH Library Association job website and said she'd look into it. Sharon said she would look into the salary range from the town. What will happen is the salary would be what's budgeted for her now. Rod suggested looking into what a comparable library would pay. Everyone agreed for Sharon and Mary to look into the salary ranges, while Joan and Lisa would work on getting the job posted.
9. The *trustee conference* we attended in May was discussed. Sandy talked about learning about censorship of books, and inquired as to our policy. Sharon said she follows the policy of the ALA, she doesn't argue with people if she's ever questioned, she just explains the procedure. Usually, if I've bought the book, I've read a review or have another reason for purchasing it, Sharon said.
10. Regarding the *MayDay pole* in the attic – Joan said she and Elizabeth Ashley were thinking of refurbishing it. They're meeting with several different groups to decide what to do. Dave Gault knew about the pole, but didn't want to refurbish it, she said. She might want to connect it to the school, as part of Newmarket's history, for a type of May Day celebration.
11. Working with the recreation department – Joan was invited to participate in a new effort by the rec dept. to coordinate activities throughout the town with a community calendar. They will map out and keep track of when things are going on. All we have to do is agree who will be the liaison (Joan).
12. Finally, the trustees will invite Tom Ladd to meet with us. According to Mary, she worked with him on putting together a new board and new policies at another library.

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13. The trustees voted to reschedule their July meeting from the second to the third Tuesday of the month (July 16 at 1 p.m.) due to vacations.
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