

Newmarket Public Library Trustees

Meeting Minutes

September 10, 2013 meeting

Present: Sandy Allen, Rod Crepeau, Joan DeYoreo, Mary Mahoney, Lisa Zhe, Trustees; Library director Sharon Kidney, Carrie Gadbois, Friend liaison -- Lisa Arbogast (arrived late due to conflict).

Guest – AnnaLisa Gotschlich, Newmarket Gardeners

1. *Minutes accepted*
2. *Anna Lisa Gotschlich* – I'm here on behalf of the Newmarket Gardeners. I've lived in town for 12 years and been a gardener for 10. The gardeners had a very special leader, Marilyn Benson. She was a very special person, a leader from the beginning. She passed away in June. She is – I still say is as I think of her as being alive – a master gardener. She led us, we could go to her anytime. We will miss her, she was a very special lady. We would like to set up a bench in her memory, over by the brick walkway. There are two benches already there. We looked into a granite bench, 14" wide, with an engraving in her memory. We were able to find a match at Stratham Hill Stone. We want it to be near the NH native plants, and are asking your permission. We will pay for it. We'll fundraise, I know it won't be hard, people want to honor her. The company will arrange for the engraving and installation.
Sharon – reminded trustees they should check with the Veterans' Committee, as they had plans for a memorial in front of the library.
Joan - recused herself from the vote, as she is also a Newmarket Gardener.
Vote 4-0 in favor of permitting the bench, as long as it doesn't conflict with the plans for the Veterans' memorial.
3. *Treasurer's report* – Rod – Mary and I got the petition together, and we ran it by Matt Angell (interim finance director). Terry Knowles (Assistant Director, Charitable Trust Unit for the New Hampshire Library Association/New Hampshire Attorney General) suggested we show it to the town attorney (Donohue, Tucker & Ciandella in Exeter). They basically told us we are home free – as far as the property, we have the deed, and the gift of the stock (which is worthless). There is no purpose served by filing the petition. Trustees thanked Rod for his perseverance with this issue. Mary also helped out on the sidelines.
4. *Budget for next year*
Under part time salaries, add one hour for Jane and two for Maureen, which means six more hours per pay period. And a two percent raise across the board. Also, a salary for the children's librarian. Nicole was making \$12.40/hour, while the lowest paid aide is making \$16 (Shawn).

Carrie said if we're looking to hire a professional children's librarian, we'll have to increase the hourly wage.

Budget presented at \$299,271.00.

5. *Children's librarian position* - Carrie said she's already put the ad out there, and one of the people who applied has experience in public and school libraries. Mary suggested we have a job description and salary put together before we go forward. Sandy asked if the board should have been consulted first, as it's the responsibility of the director to take care of hiring, but after consulting with the trustees. Carrie said she'd be willing to wait to act until the board came to an agreement with her on salary and job description. Sandy said she was surprised, she didn't realize Nicole didn't want the job anymore. Mary reminded everyone that the director is responsible for the operations of the library, while the board is responsible for setting policies. In the future, it would have been a good idea to let us know formally that Nicole resigned. We have to be sure not to step on each others' toes.

Carrie informed the board that one of the applicants is Friend Lisa Arbogast. Mary also suggested we move forward with finding an assistant director to take over Carrie's position, she said it's necessary in a community this size.

6. *Friends report* - Lisa Arbogast arrived to present. The Friends are very excited about Carrie being named as Library Director. Our treasurer's report shows \$1,377.37 in our account. We're still saving up to reach nonprofit status. We're averaging \$60/month in book sales. We made \$137 at Olde Home Day. This was the second year in a row we were out there. We signed up six new members. They gave membership dues, but don't have time to attend the meetings. We also received a \$100 donation. We have to get cracking on nonprofit status. Getting corporate memberships isn't helpful until we get the 501c3. We're switching banks from Bank of America, with a \$14/month fee to TD Bank with an \$8/month fee and no minimum balance. We're working on a sign for the lobby for the book sale. We'll have an all-day book sale on November 16 from 9 a.m. to 4 p.m.

Meeting adjourned