

Freedom Public Library Trustees Meeting
Thursday December 8, 2016 Minutes

Present: Chuck Brooks, Chair; Laura Robinson, Treasurer; Paul Mathieu, Secretary;
Elizabeth Rhymer, Librarian

The meeting was called to order at 3:35 .

Treasurers report

Laura reviewed the Profit and Loss and Budget vs. Actual reports
Elizabeth has a new primary source for library books. The elevator payment will come due soon; the CD will be renewed. No unanticipated gifts were received.

Laura will call to finalize maintenance related payments in the current year.

The treasurer's report was approved.

The manifest was signed.

The November minutes were reviewed, amended and approved.

A motion by Chuck and seconded by Laura to go into non-public session was approved with Chuck, Paul and Laura voting in favor in accordance with RSA 91-A:3, IIA at 4:13PM.

The board discussed compensation of the assistant librarian.

A motion by Chuck and seconded by Paul to return to public session was approved with Chuck, Paul and Laura voting in favor in accordance with RSA 91-A:3, IIA at PM.

Librarian's Report

Elizabeth reports slowdowns in visits and library volunteers' availability. Chris is keeping volunteer shifts well filled. Chris's Dungeons and Dragons game is off to a good start with an initial focus on getting teenage participation established. The latest Pizza and Movie night was so popular people had to be turned away as the room reached maximum capacity. The winter film series will begin January 8. The library will soon add a telescope to its offerings courtesy of the NH Astronomical society. Chris and Elizabeth are researching lending policies and developing one for this telescope. Packs of bear note cards for sale at the circulation desk are by Joel Rhymer; proceeds to benefit the librarian's discretionary fund through the Friends of the Library.

Elizabeth received a letter from Jason Earle that he is prepared to start on replacement of the two front entry windows. Elizabeth will instruct him to proceed with the project.

Budget for 2017

Laura presented the working draft of next year's budget. She will be adding the cost for the contractual librarian's assistant service to the document.

The circulation policy has been approved and is posted to the red book and website.

The Collection Development Policy was discussed and revised. The paragraph describing loaning equipment was finalized.

Alternates list

The board discussed finding qualified alternate trustees with the financial skill to assist with the treasurer's duties.

A motion by Chuck and seconded by Laura to go into non-public session was approved with Chuck, Paul and Laura voting in favor in accordance with RSA 91-A:3, IIA at 5:18PM.

The board discussed staff salary figures to be included in the 2017 budget.

A motion by Chuck and seconded by Paul to return to public session was approved with Chuck, Paul and Laura voting in favor in accordance with RSA 91-A:3, IIA at 5:43PM.

The board adjourned at 5:43 PM.