

CONANT PUBLIC LIBRARY TRUSTEES MEETING
16 August 2016

PRESENT: Rick Durkee, Janet Mantel, Alice Picard, Denis Murphy, Bonnie LeVeille, Linda Chase and Christy Menard.

ABSENT: Marcia Racine, Marcia Ammann

The meeting was called to order at 7:12 by Rick Durkee.

The next meeting will be on Tuesday, September 20, 2016 at 7:00 p.m.

SECRETARY'S REPORT: Alice makes a motion to amend the Secretary's report by adding Denis Murphy as being present and Bonnie LeVeille and Linda Chase being absent. Denis approves the Secretary report as amended and Linda seconds the motion. The motion is passed.

TREASURER'S REPORT: Janet distributes Profit & Loss Budget v. Actual and a Balance Sheet.

Janet states that 3 checks from the Charter Trust Edith Atkins account were sent and cleared: 2 in June for a total of \$1,692.00 and one in July for \$987.00. Janet says an audit will probably take place in October. Denis moves to approve the Treasurer's Report and Linda seconds. Passed.

BUILDING COMMITTEE: No report.

FINANCIAL COMMITTEE: No report.

RENOVATION COMMITTEE: No report.

LIBRARIAN'S REPORT: Christy informs the Board that she has copies of the "Trustees Manual". She informs the Board that the Winchester Jubilee event will take place on Saturday, August 20 and that the Library upstairs will be open to the public from 10:00 to 2:00.

Christy read a letter she received from one of the Library's patrons who is offering to donate \$1,000 toward air conditioning the Library if it is done or we plan to do so. Rick said he will contact her and contact Lawrence Bros. with regard to same.

Rebecca Lehane has applied to cover for Dipesh during his absence from surgery. Janet is waiting for a background check. Janet informs the Board we do not need fingerprints.

Denis makes a motion that as soon as the background check comes in, we hire Rebecca to fill in for Dipesh. Linda seconds the motion and the motion is passed.

Christy informs the Board that repair to the windows have been completed, i.e. broken panes and sash cords.

OLD BUSINESS: Rick says we are still in need of a Board member.

NEW BUSINESS: There was extensive discussion on a hiring description for anyone the Library hires as well as salary schedules. Janet stated the minimum wage is \$7.25 an hour. It is suggested we start a coverage person out at \$8.50 per hour. A motion was made to start the coverage person at \$8.50 an hour for the first year but Linda suggested \$9.00 an hour. Janet makes a motion to amend the above to pay the coverage person \$9.00 an hour and Linda seconds the motion. The motion is passed.

Christy says the book sale will be held on September 17 and 18 and also at the Pickle Festival on September 24.

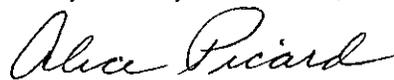
With regard to the Peare's departure, Christy's brother painted a picture of the Library to give to them. There was mention of a "thank you" to him but in no specific form. Linda makes a motion to acknowledge Christy's brother Robert Collins for his work. Denis seconds the motion and the motion is passed.

Then there was further discussion on what to give as a gift to the Peare's in appreciation for their many years of volunteering their time to the Library. Janet makes a motion to give them a check for \$200 and Denis seconds the motion. The motion was passed.

A donation of \$5,000 by the Kossakoski's was reintroduced to the Board by Rick. The donors are asking for something showing the stability of the Library. Janet will give them a copy of our annual report for the financial part and Christy will write up something about "how the library is used" part.

Alice makes a motion to adjourn and Denis seconds the motion. The meeting is adjourned at 8:50 p.m.

Respectfully submitted,



Alice Picard, Secretary
Conant Public Library Board of Trustees