



ROCKINGHAM  
FREE PUBLIC  
LIBRARY

**Draft Minutes: Board of Directors Meeting  
23 Jun, 2015  
6:15 PM**

**Location: Top floor Meeting Room**

**Trustees Present:** Doreen Aldrich, Carol Blackwood, Chair; Karin Fischer, Pat Fowler, Leslie Lassetter,

**Trustees Absent:** John Bohannon, Ray Massucco, Martha Rowley

**Library Personnel Present:** Celina Houlne, Director

**Members of the Public Present:** none

1. **Called to order** at 6:30 pm
2. **Additions to the agenda:** A letter sent to the board
3. **Public comment:** none
4. **Approve minutes** of 26 May 2015 meeting. Corrections were made to number 6. **End of**

**Year Financials.** Items were approved by consensus to read as follows:

a. Massucco moved to authorize additional expenditures totaling \$8,300 for the following line items: printing supplies, custodial services and repairs and maintenance. Aldrich seconded, and the motion carried unanimously.

c. Massucco moved to authorize the treasurer.... (rather than the treasured).

5. **New Board Member search:**

Lassetter moved to recommend Ellen Taetzsch to the select board as a candidate to finish David Gould's term. Aldrich seconded; the motion passed unanimously. Houlne will send the candidate's information to the town manager and ask to have her nomination added to the 7/7/15 select board meeting. Aldrich and Houlne will attend this meeting to support the candidate.

6. **Director's Report:** See attached. LD also noted work with Ellen Howard on permits for sign and book drop.

7. **End of Year Financials:**

a. Fowler moved to increase the amount in the Ostebo Fund to \$6,663.94. Blackwood seconded. This is being done because money to be used for display case locks will not be spent until the next fiscal year. The motion passed unanimously.

b. Fischer moved to authorize increased electricity expenditures to \$25, 500.00. Lassetter seconded; motion was unanimously approved.

c. Fischer moved to increase the line item for custodial services to \$10,400.00. Aldrich seconded; motioned passed unanimously. The increased cost on cleaning contract will be offset by savings in payroll, health insurance and pension.

d. Fowler and Blackwood requested additional financial information and the presence of additional board members before taking up authorization of payroll increases adopted in the FY 16 budget.

#### **8. Committee Reports:**

Historic collection: Updates to the Historical Collection Policy will be presented to the full board once Carolyn Frisa submits the most recent draft of the committee's recommended changes.

Personnel: Library Director Evaluation Process, plan and timeline proposal: Please be prepared to vote on this at the next meeting.

Long Range planning: For future discussion

**9. Set date for next meeting:** August 4th at 6:15 pm.

(If too many people are away, the backup plan is Aug 25.)

**10. New Business :** A letter sent to the board will be discussed at the next meeting.

**11. Executive Session** not needed.

**12. Review tasks:**

Carol will send out LD evaluation form for review by board before next meeting.

Celina will send out Historical Collection Policy for review by board before next meeting.

Celina will send board candidate information to Chip and check with him regarding permits. She will also collect additional payroll information before next meeting.

**13. Adjourned** at 7:55 pm