

# Trustees of North Hampton Public Library

237 A Atlantic Avenue,

North Hampton, NH 03862

[www.nhplib.org](http://www.nhplib.org)

Minutes from April 1, 2013

1. Call to Order: Kelly Parrott, John Kollmorgan, Susan Leonardi, Director Susan Grant, and Youth Services/Assistant Director Lorreen Keating, Town Administrator Paul Apple and Capital Improvements Committee member Rich Goeselt were present. Meeting was called to order at 6:03pm.
2. Approval of Minutes of Previous Minutes: Minutes were approved from March 6, 2013.
3. Treasurer's Report/ Non-Appropriated Funds/Trust Funds Report: Reports are consistent. The closing balances are still slightly different. Susan Grant will try to determine what item is creating this discrepancy.
4. Librarian's Report:
  - Building: Asked the town researching alternatives to Eastern Alarm to monitor the library's signal box.
  - Operations: Circulation for February was up 12% from February 2012 and up from January 2013.
  - Staff: Schedule is prepared for staff evaluations. These will be performed on the anniversary hire date of employee to stagger them throughout the year.
  - Programs: April is National Poetry Month and (15<sup>th</sup>-20<sup>th</sup>) National Library Week. The library has many upcoming programs this month including April 9<sup>th</sup> –Adult Knitting Group, April 11<sup>th</sup> – Genealogical Roadblocks with accredited genealogist Diane Gravel, Edible Book Festival on April 16<sup>th</sup>, Reader's Theatre – April 17<sup>th</sup>, John Perrault, Spring Poets: Barbara Allen to Blackbird sponsored by the NH Humanities Council, and the Pizza taste-a-thon on April 30<sup>th</sup>.
5. New Business:

CIP Member Rich Goeselt/Town Administrator Paul Apple shared and discussed Dr. Azzi's recommendations, including the following:

  - 1) *The Library should be housed in a new building to accommodate the needs of its programming.*

- 2) *It is not economically feasible to renovate the current Library Building for the Town Administrative Offices. The current Library facility should be razed and new Town Administrative Offices should be built.*
- 3) *The Library and Town Administrative Offices should strongly consider building multi-story buildings. This would reduce the size of the footprint of each building and allow for additional space for expansion in the future or for parking.*
- 4) *The current location of the Fire Department should be renovated and expanded to meet the needs of the Department.*
- 5) *The Police Department should be renovated and expanded into the current Town Administrative Office to meet the future needs of the Department, including the installation of a two-bay sallyport.*
- 6) *The current Town Clerk-Tax Collector's office should be preserved and used for other Town functions or connected to a new Town Administrative Offices.*
- 7) *The Town Hall should remain in its current location and continue to be used as a meeting space.*

Both CIP Committee Member Representative and Town Administrator discussed working with the library's selected architects to do a "charrette" with the town to determine what the town wants for a municipal complex. A Facilities Building Committee of 5 to 9 individuals will be implementing the Municipal Facilities Master Plan and will be separate from the Library Building Committee. The Board welcomes cooperation with the town and plans to keep moving forward with plans for the new library. Director Susan Grant expressed that the library should be given the option to be a separate vote from the whole Master Plan on the March 2014 ballot.

8. Professional Fundraising: Met with Jamie Forbes of Opus Advisors. Discussed our calendar of activities, external interview and community session lists. The Board will be meeting every Monday at 6:30pm with Jamie for weekly updates and planning.
9. Determine Date/time for next meeting: Next Friends Meeting will be April 10<sup>th</sup> at 6:30pm. The Board of Trustees next meeting TBD in May. Meeting adjourned at 8:00pm.