Trustees of North Hampton Public Library

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Library Trustees’ Minutes 1/31/17

Present: Susan Leonardi, Chair; Kelly Parrott, Treasurer; Judy Day, Secretary; in audience: Cynthia Swank, and President of the Friends of the Library ; Nancy Monaghan, resident and secretary of the Friends of the Library; Hope Miller Vice President of the Friends of the Library; Mr. Seavie Rideout and candidate for Trustee of the North Hampton Public Library. Ms. Grant was absent. The meeting was held at the North Hampton Town Hall and was televised.

**I Call to Order** The meeting was called to order at 7:02 by Susan Leonardi.

**II Minutes** The minutes of 12/5/16 were approved as amended**.**

**III New Business**

**a ) Lavallee Brensinger Pre-Bond Vote Services**

A proposal from Ron Lamarr of Lavallee Brensinger regarding services from the firm was discussed briefly. New plans were necessary since the plans that had been developed were not created for a stand alone building. Previously, the library was to be a building that was shared space with the town offices. There are two phases of service brought forward by Ron Lamarr. The library is to be “approximately 10,000 square feet including all site related engineering and design for a total project target budget of 2,200,000 dollars.” The project will have two phases. Each phase will have a fixed fee of 10,000 dollars.

Kelly asked if the board would like to continue the discussion until a special meeting in a few weeks. This would allow time for a thorough review of the documents. Judy said she would prefer this. The special meeting will be held on **Feb. 16th at noon in the North Hampton Library**. The document for the Pre-Bond Vote Services will be attached to these minutes.

b) **Water Testing** As there have recently been concerns through the county, state and town regarding water quality, the suggest was made to have water testing done. Judy had called Yankee Pump and Filter in Epping to ask how water testing is done. The procedure requires obtaining a kit from Yankee, taking a sample of water from the library and returning the water to the company. The company then does the testing and the results are mailed to the library. The cost was quoted to be $95.00. The motion made by Kelly, seconded by Judy and receiving a unanimous vote allowed up to one hundred dollars to have this done.

c) **NHPL Policy Review** Review of the library policies is continuing. The policies to be reviewed at this time are: Guidelines for Using Computers, Internet (Kelly), Electronic Services Policy (Judy), Laptop Use Policy, and the policy called, Using the Library Laptop (Susan L.). Judy asked if we had heard back from Paul Apple about the legal issues involved in dress code policy—if there are any. Kelly volunteered to send an email to Paul.

d) **Discussion of NHPL Friends Minutes** Kelly addressed the members of the Friends who were in the audience. She thanked them for their hard work in the most recent fund-raising. She also thanked the Friends for sharing the notes with the Trustees. Judy and Susan L. agreed that this was very helpful. Cynthia Swank, the president of the Friends, went to the podium to invite members of the public to and stop in at a Friends monthly meetings to join in the on-going monthly discussions and to learn about the Friends fund-raising efforts which provide money for library improvements.

Kelly also thanked Anne Ambrogi for donating a new beanbag Chair for the Teen Room of the library.

e) **March Vote** The town election is scheduled for March 14th. Article 18 requests money to replace the light fixtures and ceiling tiles in the library (though not in the Craig room which has been done recently.) This was a CIP item and necessary for safety reasons related to the lack of security of the tiles.

Another article related to the library is a petitioned article requesting funding of 150, 000 dollars by the town to the library. Kelly explained that the reasoning behind the petition was that the library had not asked the town for money for three years. Prior to that, yeasrly donations from the town had been 50,000 dollars for several years. This would allow the library continue to move forward in its goal of a newer, larger and more up to date library or improvements to the current library. T

**IV The Treasurer’s** report submitted by Susan G. was reviewed and accepted. Susan was not present to answer questions but the board was comfortable with the report.

**V The Librarian’s Report** showed many enjoyable and educational programs that were offered during the last month . One notable event was a Tech Fair to help people better understand ways that technology can be used at the library. The makeover of the library is progressing. The NH Room is continuing to be transformed to be a teen center and room for particular projects by library users. As a consequence by this transformation, the main room of the library will also be changed. “Local History” will be new signage. Such signage will mark areas in which books from the NH Room will be displayed in various areas. Signage is being changed so that browsers can see general topics. The librarian’s report also includes an analysis of the number of patrons who checked items out to help give citizens an overview of library usage.

**VI The Youth Librarian’s Report** was reviewed. The Youth Librarian also reported some fun and educational programs. Highlights included A Polar Express Party, and the first annual Harry Potter Yule Ball. The Opus Scopus graphic novel book club is set up once again for the spring semester. Connie, the Youth Librarian, indicated that her goal for this year is to, “help our youth patrons develop not just traditional library skills but also new literacies in all their forms...”

A motion was made by Kelly and seconded by Judy to accept the Treasurer’s, Librarian’s and the Youth Librarian’s reports. All board members were in favor.

**The next meeting of the library will be on February sixteenth to discuss the proposal from Lavallee Bensinger. The meeting will be at noon in the library.**

**The next monthly meeting of the library will be on March 6th in the town hall.**

**The meeting was adjourned by Susan L. at 8:15.**

Respectfully submitted, Judy Day

Judy Day, secretary.