

Board of Trustees  
Pelham Community Room, Police Station  
Draft March 19, 2012 Meeting Minutes  
(To be approved at the April 11, 2012 meeting)

**Call to Order:**

The meeting was called to order by Susan Snide at 7:00 pm

**Members present:**

Diane Chubb; Susan Snide; Debbie Kruzel; Carolyn Thompson

**Others present:**

Fran Garboski

**Approval of Agenda:**

A motion to accept the agenda was made Diane Chubb, seconded by Susan Snide. Motion passes 4-0-0.

**Unfinished Business:**

**Inheritance:** The trustees received a letter from Phil Currier dated January 12, 2012 regarding the notice requirement for accepting the funds. Under RSA 202-A:4-C III(a), the Trustees are required to publish notice in a local newspaper of general circulation in the relevant municipality before the hearing to accept the funds is held.

Susan Snide made a motion to post notice regarding the Charitable Bequest from the Estate of Anna M. Beaudoin; and the decision to accept the Bequest and place in a fund entitled "Anna M. Beaudoin Book Fund" which will be held and administered by the Trustees of the Pelham Public Library, with the income from said fund to be used annually by the Trustees to purchase new books for the Library. Seconded by Debbie Kruzel. Vote in favor 4-0-0.

Diane will follow up with Phil Currier regarding the specific language required for the notice.

**Kindle Policy:**

The Trustees reviewed the revised policy regarding the Kindle E-Reader. Carolyn suggested that the borrowing period should not be renewed if there is a patron waiting for the E-Reader. Susan asked what the procedure would be if the E-Reader were not returned. The trustees discussed that, following the initial 14 day borrowing period, the borrower would have an additional 14 days to return the item and pay the late fee. If the E-Reader were still not returned, then a police report may be filed and the borrower will be charged for a new E-Reader.

Susan asked whether the E-Reader would be insured. The trustees need to find the answer to this question.

Carolyn Thompson made a motion to accept the revised policy regarding the Kindle E-Reader. Seconded by Debbie Kruzel. Vote in favor 4-0-0.

**New Business:**

Goal Setting: The Trustees discussed goals for the coming year. The main issues that need to be resolved are revising the personnel policies and creating employment contracts for new library employees.

NHLTA Conference: The upcoming NHLTA conference is May 21, 2012. The Trustees determined who would be attending and which workshops to attend.

Warrant Article monies: The Library warrant article has passed and the town has voted to transfer the ADA funds to a fund controlled by the Trustees. The Trustees discussed the need for moving forward on the renovations to the Molly Hobbs room and Debbie Laffond's office.

Personnel Issues: As Bob Rice has resigned as Director, the Trustees discussed the need to determine the best method for filling the vacancy. The trustees also discussed potential salary increases and how to schedule Carol's hours as interim director. The trustees will ask Carol to prepare some budgetary numbers for the Trustees to review at the April meeting.

Goodbye to a Trustee: The board said goodbye to Fran Garboski, as he has concluded his term as a Pelham Library trustee. The board members presented him with a plaque commemorating his 2 terms of service. Thank you Fran!

Susan Snide made a motion to adjourn the meeting at 8:23 pm. Seconded by Diane Chubb. Vote in Favor 4-0-0.

**Next Public Meeting:** April 11, 2012 at 6:30 PM

Respectfully submitted,

Diane M. Chubb  
Secretary  
Board of Trustees