

Laconia Public Library

Board of Trustees

Minutes of Meeting

February 15, 2018

Volpe Conference Room

Call to Order: Laconia Public Library Board of Trustees held their regular monthly meeting in Volpe Conference Room. Chairman John Moriarty called the meeting to order at 5:00p.m.

Present: James Anderson; Kimberly Danosi; John Perley; alternate Bruce Kneuer; prospective trustee Aaron Bassett, and Director Randy Brough. Trustees Marie Bradley and Liz Rosenfeld were not in attendance. Chairman seated Kneuer. Citizen David Provan was in attendance.

Reports:

On a motion by Danosi, seconded by Perley, minutes of the January 25, 2018 meeting were unanimously approved.

Financial:

On a motion by Danosi, seconded by Perley, Board voted unanimously to accept financial reports for January 31, 2018.

Technology:

Server configuration has begun. Process should be completed in a few weeks. City IT installed a new \$3,000.00 switch at Library and absorbed cost in their budget.

Director's Report:

Shelves have still not been switched between reference room and main level fiction area.

Lesley Unger has been hired as Administrative Technical Assistant. She is working closely with Dot Sausville to learn the duties required of the position. Lesley will be taking an online course on Financial Accounting at Southern New Hampshire University beginning in early March.

A review of the practicalities of the admin assistant's responsibilities over the past years ensued. The director reassured the board that the position will remain as it was, and that there is absolutely no need for an assistant director, nor will this position be used as such.

One City One Book title has been selected: When Books Went to War by Molly Guptill Manning. Schools will be involved in the event to occur in October 2018.

Chairman's Report:

Library is now posting agendas and minutes to the City website. John summarized interviews conducted by Laconia City Council of LPL Trustee candidates. Investment Policy still awaiting ETF update.

Old Business:

Library Safety: Laconia Police Chief Matt Canfield and Laconia Fire Chief Ken Erickson discussed the opioid crisis in Laconia and how it has impacted our community. Trustees asked numerous questions relating to the safety for library customers and staff. Statistics detailing calls made to the library by LPD and LFD were reviewed.

New Business:

Concrete Step Proposal: Board voted unanimously on a motion by Perley, seconded by Danosi, to accept proposal from Associated Concrete Coatings, Inc. "to furnish all labor and materials to demo and patch all deteriorated concrete on the top two landings of the main entrance of the library [Church Street side] and the one bottom stair at the stairs located to the right of the main entrance (14 stairs total). Cost = \$7,800.00. In addition, Director is authorized to spend additional funds if need for further repairs is evident. Funds to come from encumbered funds (\$4,977.00) and balance (\$2,823.00) from FY 2017/2018 operating budget.

Meeting adjourned at 7:15 pm on a motion by Perley, seconded by Danosi.

Respectfully submitted,