

**Laconia Public Library
Board of Trustees
Minutes of Meeting
April 19, 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 5:00 p.m.

Present:

James Anderson; Aaron Bassett; Marie Bradley; John Perley; alternate Bruce Kneuer; and Director Randy Brough. Kimberly Danosi was not present. Liz Rosenfeld arrived part way through the meeting. Chairman seated Kneuer in Danosi's absence.

Presentation by Inception Technologies (digital microfilm reader/printer) postponed until next meeting.

Reports:

Secretary's Report: Minutes of March 15, 2018 approved. Motion by Anderson, seconded by Bradley.

Treasurer's Report: Financials for March 31, 2018 accepted. Motion by Anderson, seconded by Perley.

Technology: Library staff are in the early stages of preparing scope of service for potential new integrated library system. Library Trustees will be notified in advance of next technology meeting when it is scheduled.

Director's Report:

Shelves/carrels have been switched between reference room and main level fiction area. Shelves on main level now house paperback collection.

Natalie Moser will be the new full-time Cataloger/Adult Services Library Assistant beginning April 23.

Associated Concrete Coatings has completed work on all steps on Church Street side of the building, including reapplication of the epoxy on the risers of previously repaired steps.

Locking cases for DVDs have arrived and 700 DVDs have been transitioned to them.

Chairman's Report:

Earlier today, The Putnam Fund generously donated new copies of author David Brody's seven novels to the library. Brody recently spoke about his works at a Putnam Fund program. The trustees expressed appreciation to the Putnam Fund.

Bank of New Hampshire Wealth Management office has moved to Concord. Chairman has communicated verbally with BNH that the library does not want to use ETF as investment instruments. Though we will not amend the written investment policy this year, the Board's position is that there are better, stronger, safer investments that suit the library's objectives and BNH should seek those opportunities in accordance with the other provisions of the investment policy. Notwithstanding the

previous, the Chairman will sign the investment policy as it was presented to the board in January 2018.

Old Business:

Library has been visited by undercover and uniformed police officers. Library staff do not permit patrons to sleep in the library.

New Business

Precipitated by an HVAC episode several weeks ago when the heat within the building skyrocketed, procedures for handling such situations were discussed. Additional staff will be trained on HVAC system and all staff will be trained to follow proper notification procedures.

Bonnette, Page and Stone have been contacted to determine whether brick used on exterior of new construction requires re-application of waterproofing, and if so what the cost would be.

Director has reviewed 2018-2019 budget with the City Manager. Manager reduced requested library budget \$2500.00: \$2000.00 in equipment line, \$500 in postage line. City Council perusal of library budget is Monday, May 14 at 6:00pm in Council chambers.

Next Board of Trustees meeting is May 24 at 5:00pm

Meeting adjourned at 6:45 pm.

Respectfully submitted,