

**Pillsbury Free Library Board of Trustees
Tuesday, November 17, 2015 Meeting Minutes FINAL**

Present: Sara McNeil, Michael Simon, David Chmielecki, Michelle Allen, Timothy Murphy, Jeanne Hand, Kathy Carson, Richard Knapik [*arrived as noted below*]; Library Director: Nancy Ladd

Absent: Caroline Hatala

Meeting opened at 7:05 pm

1. Secretary's Report:

In item 3-Treasurer's Report, add a sentence to the end of the first paragraph that states, "The library would not have to follow this even if the town implemented a 2% raise for its employees."

Also in item 3-Treasurer's Report, correct the final word of the second paragraph from 'employees' to 'employee'.

Minutes from last meeting were approved as amended.

Motion: David Second: Michael Motion approved as amended

2. Corresponding Secretary's Report:

Letters have been sent for donations received in memory of Edith Rumrill.

Sara has sent a letter to Rick Davies letting him know the decisions regarding donations in memory of Tina Schirmer.

3. Treasurer's Report:

[Richard arrived.]

The treasurer's report was accepted.

Motion: Timothy Second: Richard Motion approved

4. Finance Committee Update:

There was a discussion about using money from the donations account to open an account with New Hampshire Public Deposit Investment Pool for the library.

There was a discussion of RSA 202-A:11 III - *Expend all moneys raised and appropriated by the town or city for library purposes and shall direct that such moneys be paid over by the town or city treasurer pursuant to a payment schedule as agreed to by the library trustees and the selectmen or city council.*

Motion to table the discussion about RSA 202-A:11 III, regarding payment schedule, for further discussion by the finance committee to bring back recommendations to the full board at the December meeting.

Motion: David Second: Timothy Motion approved

There was a discussion of the proposed 2016 budget.

5. LCHIP Committee Update:

The committee is working on finalizing the contracts for the roofer and mason.

6. Library Leadership Conference:

Timothy attended the library leadership conference and updated the board.

7. Circle of Friends Update:

The circle plans to do another wine and cheese and silent auction fundraiser on March 19. They also will be decorating the library for the holidays.

Judy Nolan is considering holding technology classes at the library.

8. Personnel Committee Update:

Nancy's evaluation is in the process of being completed.

9. Library Director's Report:

There was an increase in the Transparent Languages online learning program usage.

10. Staff Compensation:

Motion to go into nonpublic session under RSA 91-A:3 II (a) dismissal, promotion or compensation of any public employee.

Motion: Kathy Second: Richard A roll call vote was taken, Sara McNeil - yes; Michael Simon - yes; David Chmielecki - yes; Michelle Allen - yes; Timothy Murphy - yes; Jeanne Hand - yes; Kathy Carson - yes; Richard Knapik - yes.

In attendance: Sara McNeil, Michael Simon, David Chmielecki, Michelle Allen, Timothy Murphy, Jeanne Hand, Kathy Carson, Richard Knapik

There was a discussion of raises and other compensations for library employees for the 2016 budget.

Motion to come out of a nonpublic session.

Motion: David Second: Kathy A roll call vote was taken, Sara McNeil - yes; Michael Simon - yes; David Chmielecki - yes; Michelle Allen - yes; Timothy Murphy - yes; Jeanne Hand - yes; Kathy Carson - yes; Richard Knapik - yes.

Motion to give a 3% raise for the Library Director and Assistant Director and a 2% raise for all other staff members

Motion: David Second: Richard Motion approved

Motion to give end of year bonuses to staff as follows: \$500 for the Library Director, \$100 for the Assistant Director and \$50 for all other staff members.

Motion: David Second: Richard Motion approved

11. 2016 Budget:

The additional cost of the above decisions would come from the tax allotment. Money will be taken from the L&A Cogswell fund to balance the budget.

Motion to approve the 2016 budget as amended.

Motion: David Second: Richard Motion approved

12. Next meeting will take place on Tuesday, December 15.

13. Meeting adjourned at 9:25pm.

Respectfully submitted,
Michelle Allen