

**JOSIAH CARPENTER LIBRARY TRUSTEE MEETING
MINUTES
January 18, 2017**

Present: Jim Allard, Chair, William Tahnk, Treasurer, Leslie Vogt, Secretary, Beverly Pietlicki, Library Director.

Meeting Convened: Mr. Tahnk called the meeting to order at 4:15 p.m. Mr. Allard joined the meeting at 4:45pm.

Acceptance of Minutes: The December 14, 2016 minutes were reviewed. Motion to accept as submitted made and seconded. (Mrs. Vogt, Mr. Tahnk). Motion carried.

Old Business:

The Friends of the Library have donated \$400.00 for supplies for children/youth programs, \$250.00 for children/youth program presenters/performers, and \$129.60 for books and supplies for the preschool story hour. The library remains extremely grateful for the generous support of the Friends.

The highway department unclogged the waste water line, and the toilet was put back in place on December 21, 2016. The waste water line will need to be replaced; if water keeps flowing the replacement will be delayed until the spring. Ms. Pietlicki reported that the toilet is no longer flushing with ease. The trustees concluded that the temporary daylight only operating hours will need to continue until the waste water pipe has been replaced. Mr. Allard will contact the highway the department and request that they return to the library to try and improve water flow.

Al Terry Plumbing has not submitted an invoice for their attempt to unclog the waste water pipe.

Director's & Treasurer's Reports:

The Director's Report and Treasurer's Report were reviewed.

Ms. Pietlicki presented a proposal for revised operating hours to begin after the waste water pipe has been repaired. The proposal included expanding the open hours from 26 to 28 hours each week, and a different schedule for December 1st through March 1st. To have a consistent heating pattern for the building Mr. Tahnk suggested that any schedule adjustments be confined to June 1st through September 1st. The trustees requested additional historical information about the number of patrons that visit the library, and the hours of their visits. Ms. Pietlicki will email the patron visit information to the trustees. Further discussion about potentially adjusting operating hours will occur in the future.

Motion to accept as presented made and seconded (Mrs. Vogt, Mr. Tahnk). Motion carried unanimously.

New Business:

Mrs. Vogt reported on her attendance at the NH Library Trustees Association personnel management workshop in November 2016. Of interest was learning the evolving US Department of Labor guidelines concerning hourly employees; even professional employees such as public library directors. Another suggestion is that libraries utilize the goals of a strategic plan to guide the annual talent management

goals of library directors. The trustees decided to think about potential goals to discuss at the February meeting.

Mr. Allard stated that he will not be running for re-election as a library trustee. The trustees have been grateful for his skillful service as chairperson.

The trustees decided to begin the February meeting at 6:00pm. At 7:00pm the trustees will conduct a discussion about possible ways for the community to use the barn located at 41 Main Street. Leslie Vogt will write an announcement for the Suncook Valley Sun encouraging people to attend and bring any and all of their ideas for how the community can benefit from the generous gift of the barn.

Next Monthly Meeting: February 22, 2017 at 6:00 pm at the Pittsfield Town Hall.

Adjournment: Motion to adjourn made and seconded. (Mr. Allard, Mrs. Vogt) motion carried. Meeting adjourned at 6:20 p.m.

Submitted: Respectfully submitted by Leslie Vogt, Secretary