

Barrington Library Trustees May 25, 2011 Meeting

Approved Minutes

Present: Marie Harris (acting chair), Peter Royce, Robert Drew, Fran DiTursi, Ron St. Jean, voting alternates Liz Rivet and Iris Estabrook, Director Amy Inglis

Guest: Micheline Hagan

Absent: Susan Gaudiello, Anne Melvin

Meeting called to order at 7:03 PM.

1. April 27 minutes approved m/s Liz/Peter. Minutes of non-public session approved and sealed m/s Fran/Peter
2. Treasurer's report accepted m/s Liz/Fran. Peter and Amy are now receiving electronic bank statements on Biz Net. Peter will research bank accounts to see if any pay more than 0.1% interest.
3. Elections and appointments: trustees voted to ask selectmen to appoint Micheline Hagan as the third trustee alternate m/s Iris/Robert. Susan will send a letter to the selectmen.
4. Building Team: Marie had nothing new to report, but she would like to walk the Clark – Goodwill property with building team members
5. Director's report: the central a/c is working. Amy will try to sell the window a/c units, and turn over the proceeds to the town. Paul Sanders requested a memorandum of understanding defining what items of building maintenance are the responsibility of the town, and what are handled by the library. Amy will draft a memo. Trustees voted to authorize Amy to submit a holiday schedule appropriate to the operation of the library to the town administrator m/s Peter/Robert. The intent is to have the schedule in place by the July 4 holiday weekend. Amy will send trustees a link to the partially constructed library web site for their feedback
6. Donations totaling \$95 were accepted m/s Robert/Liz. Donations were \$50 from the Gaudiello family for magazines, \$35 from the change jar, and \$10 from the Perra family for a book
7. New business: Ron mentioned the opportunity to provide brief reports about the library monthly at selectmen's meetings. Trustees discussed the possibility of conducting a patron survey to determine the level of satisfaction with the staff, prior to the next scheduled employee performance review. Marie will see if the NHLTA has any such survey already designed.
8. Trustees voted to enter non-public session to discuss Amy's performance evaluation m/s Robert/Liz. Micheline and Amy were excused, and trustees and alternates voted unanimously by roll call vote to enter non public session at 7:55 PM.

9. Non-public session ended at 7:59 PM m/s Liz/Robert
10. Meeting adjourned 8:00 PM m/s Ron/Fran

Next meeting June 22

Ron St. Jean, secretary