

Rye Public Library
Board of Trustees
Minutes
28 August 2009

Present: Trustees: Sallie Mackie, Chair, Victor Azzi, Garry Layman, Deborah Genestreti. **Absent:** Karen Oliver. **Assoc Library Director:** Tricia Quinn.

Sallie called the meeting to order at 3:04 pm. The Pledge of Allegiance was said.

Budget for 2010: Sallie spoke to the budget prepared for 2010. Points include:

- A 3.5% increase to wages was assumed (consistent with Town of Rye employees)
- The health coverage for the Director position was changed from a single person to family coverage.
- The phone line to UNH is no longer needed and was eliminated.
- The office supplies line was lowered. Income from the copier will be used for supplies next year.
- Bank fees were eliminated (Garry arranged this with the bank).
- Postage costs are down due to increased use of email.
- Took out consulting fee from Trustees' expense as long-range planning will be the job of the new Library Director.
- Our line number 457 Equipment-Computers/Copiers corresponds to the Town's line 740. Costs here are up in 2010 because new computer equipment is needed.
- We will be adding a footnote noting that computer maintenance agreements are covered under line 457.
- Contracted services are down as the RPL has brought technical support in-house with the hiring of Sharon Foster, Technical Librarian. Some was left in this line for website updates.
- Heating Fuel costs should be lower.
- HVAC service has been included in line 484, Building Maintenance.
- Professional Training reflects the lower costs of the ALA meeting being held in Boston in 2010.
- The media line was increased.

Additional expenditures need further investigation. The purchase of a new server is one of these expenses. Sallie will request that Sharon Foster, as Technical Librarian, prepare a report recommending what the RPL needs now and why.

\$3k was in last year's budget to cover the cost of replacing the radio boxes for the fire alarm system. Our quote is higher than budgeted. Garry will check with the Fire Chief about the estimate and also determine whether or not the price also includes any maintenance that will be needed.

We've also received a quote to replace the furnace that is not functioning. Tricia is expecting Dowling to come and provide a second quote.

Sallie reported that Silver Lining will be coming to paint the rear and left side of the Building. She will sign the contract for the work to begin ASAP.

McDonald Room old books Tricia will get a second quote for this collection of books now stored in Kerry's office.

Staffing Brenda and Shawna have been working an increased number of hours to cover Juliette's hours since she has been out sick. Gwen's hours are also higher. Tricia asked if vacation hours should be increased to reflect the increased work schedule. All agreed that a temporary increase in awarded vacation should reflect a temporary increase in hours worked.

Technology Report Sharon will email out her report on the new wireless policy and her recommendations for purchase of a new server.

Report from ALA Convention by Lisa Houde Lisa attended the ALA Convention last month and wrote an impressive report on what she got from the meetings and what can be applied to the RPL. Nice work, Lisa.

Miscellaneous:

- Brenda has requested to attend the upcoming NAEYC conference in Washington, D.C.. She has requested \$503 for lodging and airfare. All agreed she should also be compensated for food, as well. Garry motioned to support Brenda's request. Victor seconded. All in favor.
- Pam would like to reinstate the Page program.

At 5:00 pm, Sallie moved to enter Executive Session. Debbie seconded. All in favor. The search for a new RPL Director was discussed. At 5:30pm, Sallie moved to end Executive Session. Debbie seconded. All in favor.

The next meeting is scheduled for September 3rd, 2009. From 4 pm to 5pm, Doug Waitt and David Borden will attend and speak to the HVAC issue. From 5pm to 6 pm, the remainder of the Search Committee, Ann Malpass and Tricia Quinn will join the Board so the committee can discuss the Director search.

The meeting was adjourned at 5:32pm.

Deborah Genestreti, recorder