

**Rye Public Library  
Board of Trustees  
Minutes  
14 September 2007**

**Present: Trustees:** Victor Azzi, Chair, David Brown, Deborah Genestreti, Sallie Mackie, Joan Sweeney. **Library Director:** Kerry Cronin

Victor called the meeting to order at 3:10.

**Approval of Minutes of August 2nd, 2007** The August 2nd, 2007 minutes were presented and reviewed. After discussion, David moved to accept them with agreed revisions. Sallie seconded. All in favor.

**Financial Report:** Kerry reported that spending to date is on track. 67% of the year is through, 66% of the budget is spent with nothing unusual to report in last month's spending.

**Comments from the chair:** Victor submitted a letter of support for the Town of Rye to participate in the Safe Routes to School Program. He reported that the RPL will be working with Kim Reed from the Planning Department. The need for sidewalks between the Rye Junior High School and the RPL was identified.

**Correspondence:**

- Victor shared that the RPL received a letter from William H. Sullivan, Rye Fire Chief, noting two safety issues; the lighting at the library's main entrance is insufficient and the emergency exit in the main meeting room was dead-bolted. Jim and Kerry met and addressed these issues. The lighting was tested and fixed and the deadbolt will only be locked when the library is closed and the meeting room is not in use.
- Victor and Kerry received a September 12<sup>th</sup> letter from Dr. Cliff Wing, a summer visitor to Rye. He wrote to comment on RPL's helpful, caring staff and it's useful amenities. The note will be posted on the bulletin board. Thank you staff!

**Old Business:**

**By-laws** The board reviewed and discussed several minor changes proposed by David to the by-laws of the Board of Trustees, RPL, adopted November 9, 2000. Debbie moved to accept the revised changes. Sallie seconded. Revision date of 9/14/07 will be added to the by-law cover sheet.

**Facility Drainage Issues** The facilities committee proposed hiring Granite State Environmental to remove and dispose of the moldy carpeting in the basement area (leaving ramp carpeted) and to clean the area with an anti-microbial. The committee also recommended hiring Rye Beach landscaping (Ben Holmes) for time and materials to dig at the perimeter of the new entrance to establish existing drainage conditions. Perimeter drains and catch basins were installed. Rye Beach Landscaping will remove, and consequently replant any disturbed bushes. Joan moved to approve a total of no more than \$10k on this project. Debbie seconded. All in favor.

**RPL Trust Funds** A 1pm meeting is scheduled on the 18<sup>th</sup> with Cindi Gillespe and Alan Gould to discuss RPL trust funds.

**Annual Trustee/Staff Retreat** Monday, October 29<sup>th</sup> or Monday, November 5<sup>th</sup> were selected as possibilities for this year's retreat. We discussed holding a facilitated visioning session from 3 to 5 pm with dinner to follow at either the Carriage House or Abenauqui Country Club.

**RPL Website** Kerry is about ready to launch the new website. She is shooting for next week. Some areas will still be under construction.

**New Business:**

**Job Descriptions** The HR committee presented job descriptions for both RPL's Director and Associate Director. After discussion, David motioned to accept the Library Director job description with revision. Sally seconded. All in favor. Kerry will edit and email to all board members tomorrow.

Discussion of the Associate Director job description was curtailed due to lateness of hour. The Board suggested, however, that the HR Committee rework this job description at the same time as they develop summary pieces for the remaining staff positions.

Miscellaneous Kerry noted two items:

- First, the RPL was notified that a registered sex offender is living next door to the library.
- Second, The Clean Slate software purchased by RPL to regulate use of the library's computers is not working as well as had been expected.

Executive Session None

Public Comment None

**Adjournment** At 6:10 pm, David moved to adjourn. Sallie seconded. All in favor.

**Next Board Meeting** October 10th, 2007 at 5:30.

Deborah G. Genestreti  
Recorder