

Rye Public Library
Board of Trustees
Minutes
4 March 2008

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

Victor called the meeting to order at 4:35 pm.

Agenda: This is our first meeting using the Consent Agenda model. Review of the February 4th, 2008 board meeting minutes and library director's report were moved from the consent agenda items to discussion items. David moved to accept all other consent agenda items. Sallie seconded. All in favor. Accepted items include minutes from the November 8th, 2007, December 6th, 2007 and January 9th, 2008 board meetings and the Youth Services Librarian's Report.

Consideration of Financial Report for February 29, 2008 At the end of the second month of the year, we are 17% into 2008 and at 18% of budgeted spending. The building maintenance spending is slightly higher than budgeted due to the frequent need of walkway de-icing and the ever increasing price of heating oil.

Town Safety Committee The Town Safety Committee, including Alan Gould, coordinator and Martha Jones, RPL representative, will be inspecting all town buildings and making recommendations that would improve public safety within these buildings. The RPL was the first building to be reviewed and recommendations were made. Kerry reported that most recommended changes are minor and the RPL will make these changes within our abilities. One item, keeping the pathways from the lower level fire exits clear of snow, will be priced out with Green Penguin.

Correspondence

1. Linda Sullivan (University of NH) sent a letter dated 2/12 to Jonathan Ramsay noting that emails addressed to RPL staff will no longer be forwarded from the old UNH email address. Please note change of staff email addresses to the RYEPUBLICLIBRARY.ORG account.
2. Susan Detwiler (Rye Elementary School) invited RPL staff to be a part of the March 7th Read Across America campaign and read aloud to classes at the Rye Elementary School. Lisa Houde and Kerry will read at RES on the 7th. Victor also noted his willingness to participate. Thank you.
3. Cyndi Gillespie, Town of Rye Finance Administrator, sent the RPL an invoice dated February 4, 2008 in the amount of \$5182.36 to cover the 53rd pay period in 2007. Although all Town departments budgeted for this extra pay period in 2008, the auditor posted the expense against 2007, necessitating that the Library reimburse the Town in the above stated amount. Based on the recommendation from the auditors, the RPL will write a check to the Town of Rye from our restricted funds. Cyndi Gillespie sent a memo dated February 8, 2008 to Kerry Cronin, Library Director, recommending that the Town of Rye increase its monthly disbursements to the Library over the next ten months to account for the additional \$5,182.36 personnel funds appropriated in 2008. The impact on the

2008 operating budget will be an additional \$5182.36. A note was made in this meeting to make the Town Budget Committee aware of this accounting decision. Sallie made a motion to transfer the necessary funds from the MBIA account to the checking account and in turn accept the proposal by Cyndi. Joan seconded. All in favor.

4. Mary Vermeersh, patron, thanked the RPL for exhibiting her art students' work. Beautiful exhibit!

Old Business 2008 Candidates' Night: Candidates' Night will be held at and hosted by the RPL tonight. It begins at 7pm and will be moderated by Ray Jarvis. Thank you to Kerry for setting this up and making it happen.

Approval of February 4, 2008 Meeting Minutes: After discussion, the February board meeting minutes were approved with minor modifications. David moved to accept. Debbie seconded. All in favor.

New Business

- **2008 Merit Increases** Sallie moved to enter executive session at 5:25 pm. David seconded. All in favor. Kerry was invited as well. Personnel items were discussed per RSA 91-A:3,11(a). At 5:40 pm, David moved to come out of executive session. Sallie seconded. All in favor. David moved to approve the merit increases proposed by Kerry during the executive session. Joan seconded. All in favor.
- **2007 RPL Audit** Kerry reported that she met with Cyndi Gillespie and Alan Gould on February 8th, 2008 to discuss results of the 2007 RPL audit. There was some initial confusion over the specific amount, but last year, the RPL overspent its budget by using reserve funds to cover unforeseen situations. Based on a follow-up call with Sheryl Pratt, the Town's auditor, the Library should only be drawing on these restricted funds with Trustee approval in an emergency. Additionally, all expenditures from restricted funds will need to be gross appropriated starting in 2009.
- **May Seacoast Trustees' Meeting** Joan is interested in organizing a half-day meeting/seminar for seacoast area library trustees. She is considering the possibility of holding three forty-five minute sessions on three different topics to be held sometime in May. The Board is grateful for her efforts.
- **Process for Selecting 2008 Officers for the Board of Trustees** There was discussion that we would be deciding at the April board meeting.
- **Priorities for the Board of Trustees in 2008** Joan requested that all board members please send her their input via email.

Executive Session At 6:18 the board went into executive session to discuss personnel matters per RSA 91-A:3,11(a). Sallie made the motion. David seconded. All in favor. Sallie motioned to leave executive session at 6:25. David seconded. All in favor.

Next Board Meeting The next board meetings are scheduled for April 1st, May 6th, and June 3rd, 2008 all at 5:30 pm.

The meeting was adjourned at 6:28pm.

Deborah G. Genestreti
Recorder