

**Rye Public Library
Board of Trustees
Minutes
14 August 2008**

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

David called the meeting to order at 5:32 pm. Joan will arrive later.

The Pledge of Allegiance was said.

Consent Agenda This month's consent agenda items include: Library Director's Report, Youth Services Librarian's Report. Debbie moved to accept the consent agenda items. Sallie seconded. All in favor.

Consideration of Board Meeting Minutes: Victor moved to accept the minutes from the May 6th, 2008 Board meeting with discussed changes. Sallie seconded. All in favor. Victor moved to accept the minutes from the June 17th, 2008 Board meeting with discussed changes. Sallie seconded. All in favor.

Joan joined the meeting at 6:19 pm.

Major Discussion Items

Correspondence Kerry reported on the following correspondence;

- Kim Reed contacted Kerry about appointing an RPL Board member to the **Zoning Ordinance Committee**. Debbie volunteered and will follow up.
- **Capital Improvement Plan** Victor, Sallie and Kerry met on August 4th, 2008 to discuss capital improvement needs for the library and identified the following:
 1. Stabilization of the hill on the side of the driveway – anticipated cost, \$12,000
 2. Anticipated furnace replacement in six or less years – six furnaces at \$5200/furnace. The library will alternatively be considering more energy efficient options.
 3. Carpeting – Dennis Cloutier will provide a quote for repainting and carpet replacement for the upper level.
- Doug Waite, of Design Day Engineering, was recommended by Tom Parrot and hired by the Board of Trustees to evaluate the current state of the heating system and to make recommendations on how to fix any existing problems. Victor will discuss Doug's findings with RPL's architect, Peter Tennant, to get his input. Kerry will get a quote from Armstrong to fix identified problems. Kerry will also identify some comparable companies from whom to solicit quotes, as well. David moved we request an estimate from Armstrong to perform the work recommended in Waite's report and to share the contents of Waite's report with both Armstrong and Peter Tennant. Sallie Seconded. All in favor.

Consideration of Financial Report Sallie reported that spending is on target. Although the Building Maintenance line spending is high, other line items are coming in lower than predicted. Meeting the 2008 budget is still expected.

Old Business

RPL Long Range Planning Process

Vision: Sallie reported that the visioning process is expected to begin this fall.

Facility Planning: Victor gave an update beginning with the stabilization of the hill on the side of RPL's driveway circle. He received a quote to have materials excavated from a West Road site to be brought in and used to shore up the hillside. The work could be done this fall and would cost on the order of \$10,500. Competitive bids will be pursued.

Victor is also working with Peter Tennant to identify an inventory of building components with life cycle and replacement costs associated with each component.

Facility Update: Kerry reported on the restoration of the lower level to 'pre-puffback' order. NH Construction Services dropped off racks that will be used to move books from the Youth Room to the Community Room during painting and re-carpeting. The move is scheduled for Friday with the restoration slated to start Monday. The sum of the work is expected to be completed by Wednesday of the following week.

New Business

RPL Privacy Policy David motioned to accept the RPL Privacy Policy. Sallie seconded. Discussion; All felt it necessary to add the following line to the policy, 'The Rye Public Library recognizes patrons of the library have family members involved in pick-up and delivery of various media and so may create an exception to this policy at the discretion of the library staff'. Sallie moved to accept the policy with the above revision. David seconded. All in favor.

Review changes to Right to Know Law David reminded the Board that no Board deliberation or decision making can occur outside of scheduled meetings.

2009 Warrant Articles David moved to accept 2009 Warrant Articles 2 (with regard to RSA 202-A:4-d) and Article 3 (on RSA 202-:11-a) and defer discussion of Article 1 (on RSA 31:19-a) until the September 11th Board meeting. Sallie seconded. All in favor.

2009 Goals for the RPL Joan spoke to this topic and identified the major categories of goals. They include services, facilities, human resources and planning. Based on these basic categories, the Finance Committee will identify costs associated with each in order to arrive at a first draft 2009 budget.

Next Board Meeting The next Board Meetings are scheduled for August 25, 2008 at 5 pm (2009 budget development) and September 11, 2008 at 5:30 pm (monthly board meeting).

The meeting adjourned at 8:05.

Deborah G. Genestreti, recorder