

Rye Public Library
Board of Trustees
Minutes
11 September 2008

Present: Trustees: David Brown, Vice Chairman, Victor Azzi, Sallie Mackie, Deborah Genestreti (arrived at 6:00 pm) **Library Director:** Kerry Cronin
Absent: Joan Sweeney, Chairman

David called the meeting to order at 5:00 pm.

Comments from the Chair David indicated that he would be leading the meeting in Joan Sweeney's absence due to illness.

Consent Agenda This month's consent agenda items include: August 14, 2008 Board Meeting Minutes, August 25, 2008 Board Meeting Minutes, Library Director's and Youth Services Librarian's Reports, as well as correspondence from Kerry Cronin, Library Director, Lisa Houde, Youth Services Librarian, Janet Brown, Board of Trustees for the Rannie Webster Foundation, and Eileen Mandell of the Great American Insurance Company. Sallie moved to accept the consent agenda items, with the exception of the meeting minutes, and the correspondence from Kerry Cronin, Lisa Houde, and Eileen Mandell, which were moved to the regular agenda. The motion included deferring the approval of the meeting minutes to a future meeting. Victor seconded. All in favor.

Major Discussion Items

Correspondence Board members took this agenda item out of order, so that Trustee, Debbie Genestreti could participate in the discussion.

Meeting Dates October 7th, 8th, or 15th were offered as possible October meeting dates. The next meeting date was set for October 15th @ 5:00 pm.

Old Business

Facility Planning Victor indicated that he had nothing new to report at this time.

Long Range Planning Sallie indicated that she had nothing new to report at this time.

Policy Revisions Victor made a motion to add the sentence "The Board of Trustees may, on a case-by-case basis, rent the Community Meeting Room to private groups for private purposes at a fee determined by the Board" to the Community Meeting Room Policy. David seconded the motion. All in favor.

In order to address the groups who have been meeting at the Rye Public Library on an on-going basis prior to the policy changes, Victor made the following motion, "in the context of the current Community Meeting Room Policy, use by the Rye Beach Club is grandfathered and no charge for their continued use will be applied." David seconded. All in favor.

Facility Update Kerry reported that water was found at the bottom of the main stairway, by the furnaces and over the Mystery collection shelves following Saturday's heavy rains.

Correspondence

- Kerry requested to pare back her hours from 40 to 35/week until December 15th so that she can work an internship with the City of Lawrence. The internship supports her work towards a Masters Degree in Public Administration. Sallie motioned to allow the temporary change. Debbie seconded. All in favor.
- Lisa Houde, Youth Services Librarian, has requested 3 hours per week off with pay to support her MLS work. Victor made a motion to move into executive session at 6:40. Sallie seconded. All in favor.

Victor moved to leave executive session at 6:52. Sallie seconded. All in favor. After discussion during the executive session, Sallie motioned not to allow Lisa Houde's request to cut her weekly hours by three per week without detriment to her weekly pay. Victor seconded. All in favor.

- Eileen Mandell, Claim Examiner from the Great American Insurance Company, wrote a letter to Rye's Town Administrator outlining the coverage and exclusions pertaining to the RPL's heating system. Because corrections to the heating system are not covered, no further action is needed from the insurance company.

Facility Update Victor has been talking with WV Engineering, a professional engineering firm, to see if they would be interested in providing a third party evaluation of the library's furnace situation. This evaluation would have a cost not to exceed \$3000. He has also been in contact with Peter Tennent, of Peter Tennent Architects, the architect of record. Peter Tennent has in turn been in touch with Conway Engineering, the subconsultants who designed the mechanical system. Victor will hope that Glen Builders will be in touch with Precision Mechanical. Victor has succeeded in talking to Peter Tennant but has been unsuccessful in talking to Glenn Builders because they have not responded to his emails or inquiries.

Financial Report for August 31, 2008 The Building Maintenance line is expectedly high, all else remains on budget.

Up to \$3000 will be needed to pay the consulting fee for WV Engineering. This will be paid from the Building Maintenance line. Sallie made a motion to limit spending of the media line to \$61,630, move \$3000 from media to the Building Maintenance line to cover the consulting cost, and to approve the use of up to \$3000 from trust fund income for media. Victor seconded. All in favor.

New Business

Budget Narrative Joan reported that the 2009 RPL budget has been submitted to the Board of Selectmen along with the narrative. Joan reiterated that it is a zero-

based budget by line item, each line item being tagged by a specific library goal and/or objective.

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Human Resources The HR Committee will meet Monday at 3 pm. Staff evaluations are still underway. Kerry will make recommendations as to merit increases. The committee will continue writing job descriptions when the evaluation process is complete.

Bids for Radio Fire Alarms Kerry reported on bids received to convert to a radio fire alarm call system. A \$3000 placeholder is in the 2009 budget. Both of the two quotes received exceed the \$3000 placeholder.

Next Scheduled Meeting The next meeting of the RPL Board of Trustees is scheduled for October 15th, 2008 at 5 pm.

The meeting adjourned at 7:30 pm.

Deborah Genestreti, recorder