

REGULAR MEETING OF THE BOARD OF TRUSTEES  
OF THE NASHUA PUBLIC LIBRARY

A regular meeting of the Board of Library Trustees was held at 7:00 pm on March 15, 2016, in the Hunt Room at the Nashua Public Library, 2 Court Street, Nashua, New Hampshire.

Trustees present were:

Arthur Barrett  
Linda Laflamme  
Pauline Desautels  
David Pinsonneault

Also present were Mark King, Carol Eyman, Library Director Jennifer McCormack and Assistant Director Jenn Hosking, who took the minutes.

Mr. Barrett called the meeting to order at 7:02 pm.

The Board examined the bills and, upon a motion duly made by Ms. Laflamme, seconded by Mr. Pinsonneault, unanimously:

RESOLVED that bills in the amount of **\$33,447.81** be approved for payment from the FY2016 **Regular** budget and bills in the amount of **\$8,701.96** be approved for payment from the **Fines** budget.

Upon a motion made by Mr. Pinsonneault, seconded by Ms. Laflamme, the Board unanimously **approved \$5,000 to be expended from Miscellaneous Donations, \$3,000 to fund concerts in FY17 and \$2,000 to help fund an early childhood resource fair held at the library.**

Upon a motion duly made by Ms. Laflamme, seconded by Mr. Pinsonneault, the Board unanimously **approved the minutes of the February 2, 2016 meeting.**

James Gaul from Boston Advisors presented a performance update of the Nashua Library Trusts portfolio. He reviewed the overall market trends, objectives of the portfolio, the outlook

going forward and changes in asset allocation. Mr. Gaul inquired about the status of the Chandler Wing construction project and the need for a change in cash flow. Director McCormack stated solicitation of bids should occur in April with construction estimated to begin in June. Mr. Gaul provided the Board the best strategy to deploy liquidity.

Director McCormack presented the FY17 budget proposal highlighting proposed changes. The city outlined a 1.3% spending cap for FY17. This, along with a negotiated 2.25% increase in staff wages, resulted in some reductions to reach the target goal. A change to a staff position along with a reduction to the overtime budget, material budgets, equipment and miscellaneous supplies brought the overall budget in line with the spending cap. Director McCormack stated a consequence of decreasing the overtime budget will be that the library only opens approximately 20 Sundays. The Director further discussed the initiatives and services that are continually postponed due to the continuous directive for budget cuts. These include moving the teen room to a more suitable space, shifting to a new public computing model, expanded technology instruction, replacing the sound system in the Theater, and restoration of hours on Friday evenings and Sundays. Upon a motion duly made by Mr. Pinsonneault, seconded by Ms. Desautels, the Board unanimously **approved the proposed budget for FY17**. Director McCormack and Chairman Barrett will meet with the Mayor and CFO on April 6<sup>th</sup> to review this budget.

Director McCormack requested an amendment to her travel request to PLA approved at the December 2015 meeting. The Director requested the same amount of \$1,830 to be paid from the regular budget to attend the ALA Annual Conference in Orlando, FL instead. Upon a motion duly made by Mr. Pinsonneault, seconded by Ms. Laflamme, the Board unanimously **approved Director McCormack's amended travel plans**.

Upon a motion made by Mr. Pinsonneault, seconded by Ms. Laflamme, the Board **unanimously approved the appointment of Weston Bent as IT Coordinator at a salary of \$45,000 per year with a start date of March 14, 2016.**

In other business, Director McCormack mentioned architect Pete Tennant expected to have the contract documents for the Chandler Wing renovation complete by next week. She recommended the Board invite Mr. Tennant to the next Board meeting to review the final plan for the project. The trustees agreed, and plan to hold the meeting in the media wing. The Director also provided an update on the children's room carpet project. It is projected to go out to bid next month. The library plans to use the same carpet tiles used at City Hall. Finally, she reminded the Board the Friends of the Nashua Public Library have their annual book sale this weekend and with over 15,000 items collected through donations it will be the largest to date.

There being no further business to come before the Board, upon a motion duly made by Mr. Pinsonneault and seconded by Ms. Laflamme, the Trustees unanimously:

RESOLVED: That the meeting be adjourned at 7:47 pm.

Attest \_\_\_\_\_

David K. Pinsonneault, Secretary