

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 September 1, 2015, in the Hunt Room at the Nashua Public Library, 2 Court Street, Nashua, New Hampshire.

Trustees present were:

Arthur L. Barrett, Jr. (Chairman)
Linda Laflamme
Pauline Desautels
Kathleen Veracco

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

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

The Board examined the bills and, upon a motion duly made by Ms. Desautels, seconded by Ms. Veracco, unanimously:

RESOLVED that bills in the amount of **\$128,983.59** be approved for payment from the FY2015 **Regular** budget and bills in the amount of **\$19,029.74** be approved for payment from the **Fines** budget.

Upon a motion made by Ms. Veracco, seconded by Ms. Laflamme, the Board unanimously **approved \$74,473.00 to be expended from the Stearns Trust to fund databases of electronic reading materials, participation in the NH Downloadable Books consortium, the Nashua Reads program and other special projects including continuation of the Nashua Telegraph digitization.**

Upon a motion made by Ms. Laflamme, seconded by Ms. Veracco, the Board unanimously **approved \$6,000.00 to be expended from the Zylonis Trust to fund a**

Lithuanian sculptor at the 2016 Nashua International Sculpture Symposium, and \$75 to pay the Zylonis annual report certificate fee.

Upon a motion duly made by Ms. Veracco, seconded by Ms. Desautels, the Board unanimously **approved the minutes of the June 2, 2015 meeting.**

The Director shared her correspondence with a customer who suggested the library look for an alternative bulletin board on the library plaza. The Board acknowledged receipt of this correspondence and determined no further action was necessary.

Upon a motion made by Ms. Laflamme, seconded by Ms. Veracco, the Board **unanimously approved the appointment of Katie Sherman-Pires as Teen Librarian at a salary of \$43,800 per year with a start date of August 17, 2015.**

The Director proposed a 3% pay increase for library pages not covered under the collective bargaining agreement. It has been several years since this position has received an increase. **Upon a motion duly made by Ms. Veracco, seconded by Ms. Laflamme, the Board unanimously approved a 3% pay increase for all library pages retroactive to July 1, 2015.**

Assistant Director Hosking requested an addition to the library's code of conduct policy to comply with the legal requirements of being a federal depository. An assessment by the Government Publishing Office (GPO) staff indicated the library's code of conduct policy conflicted with the requirement to have government documents fully accessible to any persons without restriction. The statement in question is the ninth item in the policy which states, "Children under the age of seven shall not be left alone in the library". To address this concern and fully comply with the law, Assistant Director Hosking proposed the addition of the following text under that statement, "Unaccompanied minors needing assistance with government information or government publications should contact the Government Document

staff prior to visiting the library.” This in turn will allow for arrangements to be made so that those under the age of seven unaccompanied by an adult have the same access as all other patrons. Upon a motion duly made by Ms. Veracco, seconded by Ms. Laflamme, the Board **unanimously approved the recommended addition to the library’s code of conduct.**

Chairman Barrett provided an update to the Board regarding the Mabel Chandler Memorial Wing. Attorney Dwyer has received confirmation from the counsel representing the Chandler heirs that they are in agreement with the change in architectural plans as long as the conditions set during the original agreement are honored. Attorney Dwyer has also reached out to Thomas J. Donovan, Director of Charitable Trusts and confirmed his approval to move forward. Chairman Barrett signed a motion to amend the Cy Pres petition and the other parties involved are in the process of signing. Director McCormack will meet with the architect tomorrow to review the next step in the process.

The Director requested the library be closed two Sundays, December 13th and December 20th. This closure is necessary to make the necessary adjustments needed in the budget to fund the staff pay increase negotiated in the 2015-2017 collective bargaining agreement. Director McCormack selected these dates after reviewing door counts on Sundays over the past few years. Upon a motion made by Ms. Laflamme, seconded by Chairman Barrett, the Board **unanimously approved closing the library Sunday, December 13, 2015 and Sunday, December 20, 2015.**

Director McCormack discussed the currently vacant position in the reference department that was posted internally only with a closing date of September 4, 2015. The Board agreed if there is a qualified candidate for the position, Chairman Barrett may have the authority to approve the person for hire. The Board will formally approve the appointment at the October meeting.

The Board discussed their appreciation of the work done by the Friends of the Nashua Public Library volunteers. Discussion followed about how the Board could formally recognize their contributions to the library.

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

RESOLVED: That the meeting be adjourned at 7:31 pm.

Attest _____

David K. Pinsonneault, Secretary