

BOARD OF TRUSTEES

PLAINFIELD PUBLIC LIBRARIES

January 14, 2013; 7:00pm

Featured Library: Meriden Library – Plainfield Elementary

DRAFT

Attending: Anita Brown, Kara Toms, Mark Pensgen, Nancy Liston, Hillary Sundell, Mary King (Director of Meriden Library)

Members of the public: Rod Wendt, Dennis Girouard

- A. Call to Order – 7:10pm
- B. Roll Call, introduction of guests, approval of Agenda
- C. Approval of Minutes; December 10, 2012
 - a. MOTION – It was moved and seconded that the minutes be received and approved as submitted. The motion was unanimous and carried.
- D. No Correspondence.
- E. Public Comments:
 - a. Rod Wendt handed around the Interim Report for Meriden Library ADA Study Committee’s findings. (Attachment can be found on [www.plainfieldnh.org/libraries/...](http://www.plainfieldnh.org/libraries/))
 - i. Discussion on meeting with Jillian Shedd, Accessibility Specialist with the NH Governor’s Commission on Disability, committee members, directors and public.
 - ii. Discussion on handout. What the Law requires and ways to be compliant; either making facilities physically accessible, or offering programs in nearby accessible settings or combination of both.
 - iii. Committees’ four possible early options that might include building a ramp, which would be first step in options “a & b” in report to a possible standalone civic center, option “d”.
 - iv. Rod iterated that the Committee felt that they were nearing the end of the first round of steps for the Charge. Next steps are for the BOT to spearhead finding costs for these options and engaging the Town by surveys, and/or public forums/meetings. Some members of the Committee have begun looking into local talent for cost markers and expertise.
 - v. Discussion on monies possible for survey, warrant article vs. select board granting monies for same. Decided that Anita should find out from Select board on Wednesday’s meeting for the best way to fund the next step on ADA compliance.
 - b. Rod Wendt left meeting at 7:55pm.
 - c. Dennis asked why the BOT meets at the School, when they could meet at the PRML. Answer was that it was fairer to each side, so one side wouldn’t have to do all the driving to the other side.
- F. Non-public session announcement, RSA 91-A:3 II (a) • *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.*
- G. Reports for Meriden Library
 - a. Director’s Report;

Question on acceptance of automated system by elder generation? Answer is that the elders are excited by the change and make up most of the population that comes to the classes on learning the system. Mary is also making herself available at certain hours for one on one education of the new system. Kara asked if that now that Meriden is “Live” is Mary happy with the process in getting there. Mary answered that yes on the whole it worked very well. Further discussion on Automation update. The new Aide, Terri Crane, is working out well and she is very excited about being part of Meriden Library. (Attachment can be found on website)

- b. No facilities Report – ADA Committee Report.
- c. Treasurer’s Report;

Discussion on Overages vs. Underspent. – Electric is over, but Oil is under, due primarily to the new Air/ Heat pump that was installed in May 2012. Mark purchased 2 new computers for each Library, coming out in the end with all public monies spent, and what needs to be encumbered into next year is charted. (Attachment can be found on website) Town Audit was successful; Mark signed a letter on behalf of the BOT for the Auditors.

MOTION – It was moved and seconded that the reports be received and approved as submitted. The motion was unanimous and carried.

H. Donations;

- a. Donations were received on behalf of the Jessie English Memorial for \$270.00, and an annual donation was received from Barb Wendt for \$1,000. Mary will be in touch with the English family to see if they would like a particular designation for the monies. For the \$1,000 donation, it was suggested to use it for possible programming.

MOTION – It was moved and seconded that the donations of \$1270.00 be accepted. The motion was unanimous and carried.

I. New Business/Announcements;

- a. Kara asked if Mary needed any help or assistance with programming or other items, Mary replied, No, Thank you, but it is difficult with the ADA constraints at the moment, trying to plan programs and waiting on decisions. Mary also wanted to remind us that there was a Tea for Annamay on January 27 at 2:00pm at Meriden Library. It was also suggested that a mention be made at the Town Meeting highlighting Annamay's long term contribution to the Library.
- b. Question on Circulation Desk – Answer is waiting for Town Meeting approval of the budget before moving forward.

J. ADA Compliance and Future of Plainfield Libraries ;

- a. Discussion on “Mission Statement”.
- b. Kara- thoughts on each Library specializing, so as not to duplicate programs.
- c. TO DO – for Trustees; Develop discussion points on above for February meeting.

- K. 9:30pm – Go into non-public session per , RSA 91-A:3 II (a) • *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.*

The vote was as follows; Anita – yes, Kara – yes, Mark – yes, Nancy L. – yes, Hillary – yes. The MOTION was unanimous and carried.

MOTION – It was moved and seconded to return from non-public session per RSA 91-A:3 II. The motion was unanimous and carried.

L. Further Discussion;

- a. Hillary mentioned that Mike Sutherland suggested that we didn't need to have all of the attachments in with minutes, but that we could make them available elsewhere on the webpage.
- b. Nancy L. asked why we couldn't in the future have conjoined meetings, since we are all one system, and by having separate meetings on separate sides of town we are still dividing the Town.
- c. Mark brought up the need for discussion on the future plans for PRML basement, and how that affects all of our future decisions in regards to ADA and Long Range planning for the next 5 yrs., 10 yrs. etc.
Place on February mtg. Agenda?

MOTION- Moved and seconded to adjourn, the motion was unanimous and carried.

Adjournment at 11:15pm

Library specific meetings:

January 16, 2013; PRML; 7:00pm

Next Regular Meeting:

February 11, 2013; 7pm

Attachments located on the library [trustees page](http://www.plainfieldnh.org/lib_trustees.html) at: www.plainfieldnh.org/lib_trustees.html

- (1) Interim Report • Meriden Library ADA Study Committee
- (2) Meriden Director Reports (3)
- (3) Treasurer's Report (2)
- (4) Letter from BOT to Stephen Halleran & Select board Town of Plainfield

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