

Weeks Public Library Trustees Meeting
April 17, 2006 c. 4:30 pm - 5:55 pm

Present: Co-Chairs Kate White and Adele Wick (the latter also Acting Secretary), Treasurer Dick Fralick, Alternates Dale and Abby Rockefeller, and Director Mike Sullivan.

Absent: Secretary Tracey Graffam and Alternate Julie Gilston

These notes follow the agenda ably provided by Ms. White.

1. The minutes of March 6, 2006, were approved with celerity.
2. Mike handed out his Director's Report, said report including both data on circulation and programs for the first three months of 2006 and Budget numbers comparing the budget we'd hoped for with the budget we got. He then presented five ways to adjust to the 2.6% difference. The cuts are particularly difficult because, with the Town Meeting in March and our budget run on a calendar year, we have only 2/3 of the year to make these adjustments.
 - A. Cut off all material ordering immediately and for the rest of the year.
 - B. Close the library for 4 weeks.
 - C. Cut 24 part-time hours per week for the rest of the year.
 - D. Go nine weeks without a Director.
 - E. Go eleven weeks without an Assistant Director.

Trustee discussion of these five options -- and more -- followed other business, as these minutes will record.

3. All of the officers of 2005 were re-elected for 2006 (actually, for the April-April Town Year): Kate and Adele as Co-Chairs, Dick as Treasurer, and Tracey as Secretary.
4. Kate prepared a letter appointing Dale, Abby and Julie as Alternates for (again) this Town Year. Kate and Adele signed it, and **Dale will take it to Town Hall**, where he'll leave it with Pat Ferelli, who will swear him and the others in. **Dale will get Abby there, and Adele will remind Julie.**
5. Dale needs his own Red Book. **Mike will provide same.**
6. Most of the meeting time was spent discussing the fallout from the Town Meeting, not all of it negative.

The Friends of the Library, for example, have been re-energized, holding several meetings, well attended and productive. It was agreed always to have at least one trustee in attendance at these meetings, rotating the responsibility. **Dick will attend the next one**, April 24, at 7:00 pm in the school library. The next big Friends' event is the Plant and Chili and Bake Sale May 20, 9:00 am - 1:00 pm. Mike will, as usual, be hawking his own chili, in spite of being in New York right before the sale. Comments from Friends about their mission made Kate realize we should revisit our own

statement: **Kate and Adele will work on updating the library' statement of purpose.** Finally, Marie Hussey is thinking of dedicating all the funds raised from the Jason Hussey Road Race and associated festivities to the Library. Abbie suggested having the runners get supporters to pledge donations to the library for, say, each K of the 5K distance covered.

Mike submitted a letter of resignation shortly after the Town Meeting, and will leave his post as Director August 15. As motioned by Kate and seconded by Dale, the Trustees discussed and passed a resolution to ask Denise Grimse to become Acting Director on August 16. **Kate will write and deliver this offer**, which will raise her salary to Mike's \$44,408, keeping her health insurance and vacation packages unchanged.

With the time involved to advertise for, interview and hire a new Assistant Director, the Trustees agreed to opt for Mike's *E supra* as one way to close part of the budget gap. We also agreed to close the Library for every Saturday of school vacation. In other words, we shall stop being open on weekends the first Saturday after school closes for the summer and *hope* to reopen for weekends the first Saturday after school recommences for the "fall". This plan inflicts acceptable, minimal damage on the Town and provides our staff with the weekend breaks most of the rest of us enjoy. If, at the end of the summer, we are not making sufficient progress in cutting the deficit, we shall consider closing for more Saturdays and perhaps cutting some evening hours as well. (Chess players meet one evening a week for Chess Night, and perhaps Mike could continue to be engaged in this most successful program. He charges other towns \$100 to run their programs.)

Dale agreed to be the Trustee representative on the Building Committee. **Adele will call Eve Fralick and invite her to continue to participate**, especially in developing pamphlets and flyers, as she's done so well in the past. **Dale will contact all the people who attended previous meetings and/or expressed interest at meetings of the Friends.** Hearing of the mold problem in the Children's Room (the basement where the Trustees' meeting was held), the Town Health Officer, Wallace Berg, came over and down for an inspection and will report his findings to the Selectmen. His action reminds us all that we MUST improve our physical facility.

7. Three chairs have now been repaired, with donations from Dale, Adele and Kate. The fourth chair may, or may not, be in the shop.

8. **Kate will attend the NHLTA April 26 meeting, and Dale a meeting held in the Exeter Public Library. He will find out the particulars by calling Craig Wark. Mike will start posting (approved or at least proofed) minutes on our web site.**

Respectfully submitted, with "to-do"s in bold,
Adele Wick