

## Conway Public Library Board of Trustees

Minutes June 16, 2014

**Members Present:** Barbara Douglass; Mark Hounsell; Bill Marvel; David Paige; Lucy Philbrick; Linda Fox Phillips; and David Smolen, Library Director.

**Excused absence:** Colleen Hill.

Mark called the meeting to order at 3:58.

**Meeting Minutes:** With a motion to approve the minutes made by Barbara, seconded by Bill, the minutes were approved as written 6-0.

**Nonpublic as per RSA 91-A:3** Bill moved, seconded by David, that the trustees conduct a nonpublic session. The vote was 5-0-1 with Linda abstaining.

The meeting resumed its public portion at 4:40.

### Reports

**Treasurer's Report:** (Please see attached) Bill detailed his findings on the conditions defining the trust funds. Mark asked Bill to craft a motion describing how the funds may be used.

**Director's report:** (please see attached) David described the results of the energy audit and the methods the trustees may choose to pay for the improvements. Linda made a motion, seconded by Barbara, that David be authorized to proceed to develop a contract for the conversion work and to bring that contract to the Trustee's July meeting. The motion passed 6-0.

**Friends of the Conway Public Library:** David reported that the Friends underwrote the cost of an excellent program, The Eternal Sound of the Sea, which was well attended by 45 persons.

### Old Business

**Henney History Room Policy:** (Please see attached) David presented two options for an amended policy which would define how materials "on deposit" would be managed. Barbara stated that she preferred Option 2. Mark suggested that the phrase "at the discretion of the director" be added. Linda moved, seconded by David Paige, that the policy be adopted as amended. The motion passed 6-0.

**Services to Nonresidents Policy: (Please see attached)** Linda moved, seconded by Barbara, that the policy be accepted as written. The motion carried 6-0.

There was no meeting of the Facilities/Parking Committee.

**Library Trash Receptacle** David will explore whether the library trash can be transported by town staff.

### **New Business**

**Head of Youth Services:** David Smolen recommended that the trustees approve the hiring of Tara McKenzie as the new Youth Services Director effective June 30, 2014. Linda moved, seconded by David Paige, that Tara be hired according to David's recommendation. The motion passed 6-0.

The next meetings of the CPL Board of Trustees will be:

August 11, September 15 and October 13 at 4pm

**Investment Policy:** David Smolen distributed copies of the CPL investment policy as well as the policy of the Manchester City Library. The trustees will review the policies and be prepared to discuss them at their next meeting.

The meeting was adjourned at 5:31.

Respectfully submitted,

Linda Fox Phillips, Secretary