

Minutes of The Board of Library Trustees – Nov. 14, 2006 – 7:00 PM
Brookline, NH

Present: Eleanor Amidon Helen Ballou
 Russell Heinselman Jodi Tochko
 Loring Webster

BPL Policy Manual

The Brookline Public Library policy manual was discussed from page 5 to section 7.

Oct. Minutes

Upon motion by Loring, seconded by Russ, it was moved to accept the minutes of The Board of Library Trustees' meeting of Oct. 3, 2006 as written. Motion passed unanimously.

Aug. Minutes

Helen consulted with Louise Price (the former Library Board secretary), about the proper procedure for handling sealed minutes. While the content of the closed session/sealed minutes cannot be divulged, minutes must be recorded, showing that the meeting took place and which N.H. RSA it applies to. After review, Woofie moved to accept the minutes of The Board of Library Trustees' closed meeting of August 15, 2006. Helen seconded. Russ abstained, as he was not present at that meeting. Loring abstained, stating that the August minutes still seemed like "non-minutes" to him. Motion passed.

Treasurer's Report

For the period ending October 31, 2006, the Treasurer's Report shows a balance of \$43,402.81. The report was accepted. Debra's hours were reconfirmed.

Old Business

Carpeting-Jodi reported on the quote that she received for carpeting the 2nd floor, the office, 1 staircase and the front room: \$10,000-\$13,000.

Repairs-Jodi suggested concentrating on repairing the water damage in the corner of the building. Russ asked her to request \$5,000 from the Selectmen to pursue the issue. Jodi will get price quotes and assessments of the damage.

Facilities Committee-Jodi showed preliminary plot plans from Dennis Mires for a proposed library. Several questions were raised about the layout, size of the mechanical area, and drainage. Jodi will ask Mr. Mires. A final decision concerning the choice of lots will be made within the next 30 days. The Selectmen appointed three new Facilities Committee members: James McElroy, Louise Price, and Ann Somers. Congratulations!

Steeple-The steeple was removed for repairs. It should be returned by late spring.

A cell tower/antennae will not be placed in the steeple.

New Business

Mileage-The IRS determines the mileage rate every year. Russ moved to set the 2007 mileage rate for the budget at 48.5c per mile, effective Jan. 1, 2007. Loring seconded. Motion passed unanimously. The \$1,000 previously proposed for the mileage budget should be sufficient. The current rate is 44.5c.

Health Insurance-Russ reported that there is a 13.3% increase in the cost of health insurance. It has increased to \$13,693 from \$13,300. It brings the budget total to \$186,844. Russ moved to continue to pay 100% of the cost of the Matthew Thornton Health Plan for those eligible employees, effective Jan. 1, 2007. Helen seconded. The

motion passed unanimously. Russ will inform the Selectmen of the revised figures for the individual increase in the health insurance budget and the total. Russ will authorize renewing the M.T.H.P. Russ suggested revising the page in the Employee Handbook that covered health insurance. Russ moved to amend the italicized paragraph in the Health Insurance section (4.13). Loring seconded. Motion passed unanimously.

Water-Jodi spoke with Mark Suprenaut at Skillings & Sons about water filtration for the library. He was in favor of using the 2-filter method. One filter would handle any sediment and the carbon filter would handle odor. Jodi will investigate the cost.

The next regular meeting will be held on Tuesday, January 9, 2007 at 7:00 pm.
Upon motion by Russ, seconded by Loring, the meeting was adjourned at 9:15 pm.

Respectfully submitted,

Helen J. Ballou