

**TRUSTEES OF WEARE PUBLIC LIBRARY
DRAFT MINUTES OF MEETING
DECEMBER 6, 2007**

PRESENT: Raymond Kelly, Chairman; Susan Morin, Trustee; Paul Marsh, Trustee Alternate; Christine Hague, Library Director

MEETING CALLED TO ORDER @6:32PM

Minutes of Trustees' Meeting of November 1, 2007 reviewed and accepted.

Trustees opened public hearing on acceptance of Gifts and Donations, 6:33 pm.

Board accepted funds including \$20.00 from Income Generating Equipment; \$45.84 of donations for books and supplies, a specific donation of \$100.00 for children's books, \$10.50 from Historical Society; and \$100.00 from anticipated income. Trustees authorized expenditure of those amounts for the specified purposes; any remaining to be used for books and supplies. Public hearing closed at 6:35pm

Library Director Hague presented information on circulation and public use statistics, pointing out trends of usage. Also presented was information on lighting fixtures, winter maintenance and recent program offerings.

Trustees reviewed bids received for Windows Replacement and Windows Restoration (two separate projects). Trustees voted to submit lowest bid received, from Architectural Glass LLC of \$12,969.77 for Windows Replacement, and only bid received, from Olde Windows Restorers for \$11,898.00 for Windows Restoration to Board of Selectmen for acceptance as Agents to Expend.

Director Hague presented information on fire alarm apparatus and installation, recommending Mamakating Electric Company's offer of \$2,200.00 to install. Trustees voted to approve this expenditure from the Library's 2007 Operating Budget.

New Hampshire Attorney General's Office wants trustees of libraries in New Hampshire to each have an investment policy in place if a library's Board of Trustees has control of any Trust Funds. Weare Board of Trustees is unclear if the Jones Memorial Fund account is considered a "Trust" fund. Director Hague will check with NH Attorney General's office regarding this definition to determine if an investment policy is required to cover this fund. Building Maintenance Fund consideration was tables.

Meeting adjourned @8:19pm

Respectfully submitted,
Paul Marsh, Alternate Trustee.