

Board of Trustees
Hollis Social Library
7:00 pm, October 4, 2011
Library Meeting Room

Trustees present: Laurel Lang, Karen Knight, Stephanie Stack, Marcia Beckett, Bob Bartis, Jone LaBombard

Also present: Lucinda Mazza, Library Director

The meeting was called to order at 7:11 pm by Bob Bartis.

1. Secretary's Report: Motion made by Stephanie Stack, seconded by Karen Knight, and unanimously approved: to accept the minutes of the September 6, 2011 meeting.
2. Treasurer's Report: Expenses are on budget. Cindy's budget projections are in line with the budget.

Motion made by Karen Knight, seconded by Stephanie Stack, and unanimously accepted: to approve the Treasurer's Report.

3. Director's Report:

The library now has three American Express cards to be used for purchases. The 2012 budget has been submitted. New library carpeting will be included in the DPW capital plan. The "Hollis Authors" booth at Old Home Day earned \$139.00. There is an open 15 hours/week Library Aide position. The job has been posted on the NH and MA library job websites. Eighteen adult events were held in September with a total attendance of 205 patrons. A new shredder, a new battery backup unit, and a new Children's Librarian computer have been purchased. Lucinda would like to put in the security system this year. The lower estimate (from Protection One Security) is at \$1700, with an additional \$10/month for the extended service plan, and the Hollis Communications Center would monitor the system at no charge.

Motion made by Karen Knight, seconded by Stephanie Stack, and unanimously approved: to purchase a library security system from Protection One Security for an amount not to exceed \$2000.

4. Children's Librarian's Report: There were no programs in the first half of the month due to Amanda's vacation. There were nine programs and 32 total attendees. She has

also rearranged the Children's Room to highlight the "easy readers" books, homework resources, and a monthly display area.

5. There has been a request that the staff leave spaces next to the library for patrons. The library needs to have a designated handicapped parking space.

6. The library budget will be discussed at the selectmen's meeting on Monday, October 10 at 7:00 pm.

7. Motion made by Laurel Lang, seconded by Karen Knight, and approved with one abstention: to accept the revised policy on Holidays, Vacations, and Leaves of Absence that will take effect on January 1, 2012.

The meeting was adjourned at 8:48 pm.

Respectfully submitted,

Jone D. LaBombard

Secretary