

**HILL PUBLIC LIBRARY
TRUSTEE MEETING MINUTES
June 24, 2008**

Present: Norma Kane.....	Chair
Lynn Christopher.....	Librarian
Anne Ford.....	Secretary
Martha Jordan.....	Treasurer
Linda Huntley.....	Alternate

Norma called the meeting to order at 3:00 PM

Old Business:

Secretary's Report: The minutes of the previous meeting were reviewed. Lynn requested that an addendum should be added to the Librarians report minutes. It was agreed unanimously to add to the sentence: It is questionable if Linda Henry is capable of maintaining the Web Site **because of her time constrictions**. Anne would like to apologize to Linda Henry for the misunderstanding in the writing of the minutes. Martha motioned to accept the minutes with the changes and Norma seconded the ~~Norma~~ asked Anne if she changed the notice on the outside of the Town Hall building regarding the Library time change for our meetings. Anne said that she did.

Treasurer's report: Martha reported that we received \$.74 interest on the account. Lynn gave Martha the bill of \$182.64 for the Baker & Taylor Books. Anna K. Hattan, the 6th grade teacher, gave the Library a gift of \$69.33, from her class, which will be used towards the purchase of the Shadow Children's Series books. Martha wrote a note of Thanks and handed it to her personally. The balance on the checking account is \$10,413.31. Martha will change the name on the telephone bill expenditure from Verizon to Fairpoint. Martha reported that the expenditures through June were \$8,269.00 Anne made a motion to accept the Treasurer's report and Norma seconded the motion.

Friends of Library report:

Norma said that the Friends are having an Open House in September. They are hoping to get new members sign up for the Library Challenge.

Librarian's report – Lynn Christopher – Lynn spoke to Linda Henry regarding the Web site. Linda said she only received a crash course on the day the package was installed and it was on a day when Linda was extremely busy with Town business. Norma is going to write a letter to the Selectmen to see if they can supply a training program that would help Linda and others in the use of the software package. As of today there are 27 new memberships for the Library Challenge. Friends are going to seek out prizes for raffle for the Open House. They are going to be targeting the parents of the school children to increase the membership for the Library Challenge. A notice will be sent home with children in the Friday package. Norma said the prizes to be raffled are extremely nice.

Rocket Club: Dan will be here on August 14, 2008 to get the program started. The summer program is all ready to kick off. The entire program for the 14th is still not finalized with Parks and Rec. Martha inquired about the finances for the summer project. As it stands, there is \$500.00 in the Library fund, \$500.00 from the Friends

from the Kohl's grant and \$500.00 from the Friends of the Parks and Rec. The total being \$1,500.00. So far Lynn has spent \$50.00 in supplies. A check will have to be given to the Science Center for their part in the program. The "A" team from Kohl's will be here on the 14th. Lynn did not know exactly how many people they would send. If the need arises Lynn will contact Hannaford's to see if they would donate food for the 14th. There will be a movie program one day a week in the afternoon, which is a low maintenance day. There will be popcorn as Parks and Rec has a popcorn machine that is available for use. Right now there are 9 children signed up for the program. It still is come as you can project, but those that are signed up have first dibs on the craft projects. As for the reading project, those reading the required material and fill out the log will be given special recognition. The School year ended June 16, 2008 and notices were sent out for the overdue books. Response was good and there are only 11 books that are overdue. Even though School starts before Labor Day this year the first Monday Library session will be the Monday after Labor Day. Lynn will not be paid during the School summer vacation. A copy of Lynn's contract with the school was given to Anne to post with the Library minutes. Norma gave Anne a copy of the Librarians job description.

New Business: Report of NH Library Trustees Session June 5, 2008.

Anne responded that she thought the meeting was very informative. Martha asked Norma to e-mail Terry Knowles regarding a Bequest. Terry responded to Norma saying she was on vacation but would get back to her. Norma and Martha did not go to the meeting in Bow as there was no more room due to fire regulations. They will let them know when another meeting will be scheduled. Norma questioned the fact if there is a limit on how many people could be in the Library at one time. Lynn is going to contact the Hill Fire Chief.

Other Business:

Upcoming meetings and events:

The next meeting is scheduled for Tuesday, July 29, 2008 at 3:00 PM.

Martha moved to adjourn the meeting. Anne seconded the motion. The meeting adjourned at 4:00 PM.

Submitted by Anne Ford, Secretary

HILL SCHOOL DISTRICT
LETTER OF AGREEMENT
LIBRARY -ASSISTANT

The Board of Education of the Hill School District agrees to employ Lynn Christopher in the position of Library Assistant for Jennie Blake School for the 2007-2008 school year.

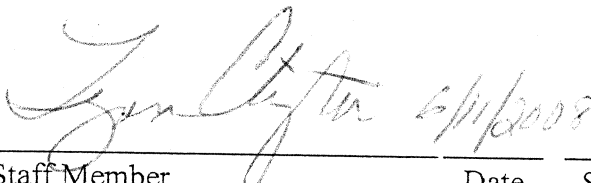

Employment will begin on May 5, 2008 and will end June 16, 2008.

This position is for 6 hours per day, at a salary of \$11.00 per hour.

You will be paid bi-weekly, commencing on May 16, 2008.

Duties will include student supervision and any other task assigned by the Principal.

Termination of employment from this position is at the sole discretion of the Superintendent of Schools.

			
Staff Member	Date	Superintendent of Schools	Date

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