

LEE PUBLIC LIBRARY

MINUTES OF THE TRUSTEES MEETING

Date: April 16, 2012

Time: 5:00pm

Held at the Lee Library

Present: Annie Gasowski, Peg Dolan, Cynthia Giguere- Unrein, Bruce Larson, Sharon Taylor

Minutes of last meeting: Accepted

Finances/ Treasurer's Report: Treasurer's report was accepted. As of 4/12/12 the operating budget was \$8,136.24: the balance in the non- lapsing account was \$2296.15: and there is \$5731.73 in the Special Projects Fund. The trustees agreed to move \$500 out of the consulting line item of the operating budget into the copier line item. The Trustees with Sharon's recommendations will revisit the money left in the operating budget at the next meeting.

Library Director's Report (Separate document, attached)

Old Business:

Update on the Server for the Circulation System. The cost of the server is \$1421; the desk top, \$684 and a monthly service charge of \$34.

Trustees' Conference: Annie, Peg, Sharon and Katrinka plan to attend on 5/21, deadline to register is 5/7.

New Officer's signature change: As the present Chair of the Trustees, Annie's name will replace Peg's on the bank accounts for the library and the Lee Library Community Center Foundation.

Friends of the Library Tea: Trustees will attend on Sun. June 3.

Senior Advisory Committee Meeting: The next meeting will be April 23.

Lee Fest and Feast is scheduled for Sept 8. The library trustees will be in charge of the Dessert Contest. Sharon suggested a children's craft table sponsored by the library.

The Child Safety Policy was reviewed and reaffirmed by the trustees.

The trustees will present Joanne Reed with a gift certificate to Barnes and Noble for her years of volunteering at the Lee Library.

Foundation Information/ Outreach to the Public: The trustees discussed a web site to inform the public on the progress of the foundation.

New Business:

Telescope Policy: The policy was adopted with corrections by the trustees with the revision "Borrowers are responsible for reading the instruction manual for the telescope."

The trustees discussed attending BOS meeting on a rotating scheduled. They agreed to table a decision on this until a later date.

Town Center Committee: Annie brought the trustees up to date on the revival of the TTC. The BOS have decided to reconvene the committee. Dave Cederholm will be the Chair. A trustee will be on the committee.

The Meeting Room Policy and the Conduct in the Library Policy will be reviewed at the May Trustee Meeting.

Other: Sharon will discuss with Steve Gagnon of Backbay the wireless security.

Meeting adjourned at 6:30pm.

The next regularly scheduled meeting will be May 9, at 5pm at the library.

Lee Public Library

Director's Report

April 2012

Library: Children's Librarian, Scottie Robinson attended the CHILIS spring conference and learned about possible future entertainers for children. I attended the RALI (Rochester Area Librarians) and the group discussed E-resource consortium possibilities, disbanding the rotation collections and providing educational/professional services to its members. March library events for adults included "The Organizer," "Planting seedlings," and "Device Advice." Children enjoyed eleven "Story Times," four "After School Events", and three reading sessions with our READS dogs! The new server has been ordered and should be here this month. Bill Stevens placed a vinyl strip on the front door and it took care of the gap between the doors.

Community: The Senior Advisory Board met and discussed ways in which the existing boards and organizations could assist in creating services for seniors. Our first cosponsored event at the library will be in June, "Navigating Elder Care: How to prepare yourself and your aging loved one."

Friends of the Lee Public Library: The group is busy planning a tea, Sunday, June 3(new date) from 3-5, for past and present members of the Friends, as well as anyone else who may have an interest in getting involved with the group.

Circulation	February 2012	March 2012
Athena	3062	3123
Downloadable Books	224 (Kindle 32, E-Pub-32, MP3- 55, WMA-105)	224 (Kindle-43, E-Pub-44, MP3-39, WMA-98)
Museum Passes	31	28
ILLs borrowed	110	108
Online Resources	February 2012	March 2012
Ancestry Library	7	54
Ebscohost	8	6
NewsBank	0	0
	February 2012	March 2012
Public Access	87	83
Wireless	79	74
Visitor Count		March 2012
	February 2012	
	2278	2031

Programs	February 2012 # of Programs	February 2012 Attendance	March 2012 # of Programs	March 2012 Attendance
Adult	7	74	6	69
Youth	16	158	17	111
School Outreach	2	45	1	55
YA				

Respectfully submitted,

Sharon Taylor, Director