

LEE PUBLIC LIBRARY BOARD OF TRUSTEES' MEETING

DATE: AUG. 14, 2013

TIME: 5:00 PM

HELD @ GASOWSKI RESIDENCE

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

Minutes of July 10, 2013 Meeting accepted with corrections.

Treasurer's report accepted. There is \$ 7165.99 in the operating budget, \$ 2064.30 in the non-lapsing account and \$ 6122.40 in the CD. The annual audit went smoothly and the FY 2012-2013 was closed out and the audit was accepted.

Library Director's Report (see attached document)

OLD BUSINESS:

- Bruce offered to dig the holes for the sign of the LPLCC. Allen Unrein and Cynthia will get the materials for the placement of the sign. Annie will coordinate the date for the unveiling of the sign and invite town officials and others. Annie will check with Julie to see if the Select Board can be present at the unveiling on Aug. 26 at 5:00PM.
- Building Committee Update. The Building Committee will meet with Dennis Mires on Aug. 15 to write the RFP for a construction manager.
- Lee Fair Day: The trustees will have a work session on Sept 3 at 5:00 to prepare informational handouts and firm up procedures for the guided tours of the LPLCC. site.
- Public Relations: The trustees discussed raising awareness of the new building. Informational sessions will be scheduled. Peg suggested using the library's sign to advertise the Fair Day tours.
- Hours of Operation Policy was approved as amended.

NEW BUSINESS:

- NH Municipal Bond Bank. Cynthia reported on the meeting with Sheila St. Germain of the NHMB Bank and explained the effect on the tax rate that a 2.7 million bond would have. Peg and Annie will meet with Julie next week to go over the process for writing the bond and recommend that Sheila attend a Select Board meeting if she is available.

Public Session for the Acceptance of Donations per RSA 202A: c

The trustees accepted the \$500 donation from Allen Prince. The money will be deposited into the operations budget. Peg will write a thank you note.

Meeting adjourned at 6:30 PM. Work Session scheduled for Sept 3 at 5:00 PM at the library. Next regular meeting Sept. 11 at 5:00 PM at the library.

**Director's Report
August 2013**

July saw some significant increases in statistics for the library. 820 more library materials circulated and 635 more people walked through our doors than in June! 111 children registered for the summer reading program "Dig into Reading", 29 teens participated in "Beneath the Surface" and 15 adults reviewed 64 "Groundbreaking Reads". July was a stellar month for reading and attending programs at the library! The Friends provided much needed financial support for many of our events-thank you Friends!

Staff member, Cheryl Adams, completed a class on using Facebook more effectively and discovered new techniques. She has already started to incorporate the ideas into our FaceBook page.

I met with Phyllis White, president of the Lee Historical Society, to discuss and plan fall events utilizing the New Hampshire Humanities Council and The UNH Speakers Bureau. The Backyard Farming Initiative also met to discuss fall, winter and spring classes and workshops. Members of the Senior Advisory Committee are putting finishing touches on a brochure, highlighting resources for seniors; it will be mailed to seniors and available at the library as well. Working with community groups is ongoing and beneficial in providing quality events for everyone.

<i>Circulation</i>	June 2013	July 2013
Atrium	3044	3864
Downloadable Books	84 Adobe EPub, 4 Adobe pdf ebook, 60 Kindle, 122 MP3, 56 WMA, 0 Open E-Pub 2 OD Read, 9 One Step checkout audio, 15 One Step eBook Total 352	101 Adobe EPub, 2 Adobe pdf ebook, 68 Kindle, 2 Open E-pub, 99 MP3, 4 OD Read, 77 WMA audio, 7 One Step audio, 15 One step Books Total 375
Museum Passes	14	24
ILLs borrowed	108	116
Tents	10	3
Tables	9	2
Chairs	30	20
Meeting Room usage	17	21
<i>Online Resources</i>		
Ancestry Library	40	16
Ebscohost	12	14
Learning Express	4	2
Public Access	130	172

Wireless	128	118
<i>Visitor Count</i>	2147	2782
<i>Classes/Events</i>		
Adult	11/45	4/18
Youth	2/255	16/398
Community		

Respectfully submitted,
Sharon Taylor, Director