

# Lee Public Library Board of Trustees Meeting

Wednesday, December 13, 2017

at 4:00 at the Library

## Minutes

Present for the meeting: Ruth Eifert, William Johnson, Annie Gasowski, Bob Simpson, Peg Dolan, and Katrinka Pellecchia.

1. Approval/additions to the agenda; Minutes of previous meeting, approved.
2. Treasurer's report reviewed. No discrepancies were found.
3. Library Director's Report
  - a. We are still slightly ahead of last year in terms of circulation
  - b. Downloading of on-line materials such as audio books continues to increase.
  - c. The director's spreadsheet tracking sick time and vacation time for the library staff was circulated for the trustees.
  - d. Six of the chairs have been covered and returned. The other chairs should be returned before the holidays are over.
  - e. Computer purchases – we are down one public computer and two monitors. Ruth would like to purchase three refurbished computers. Trustees approved the purchase of three computers.
  - f. Thinking about adding a new sign board for the library. It costs \$150 – we may approach the Friends of the Library to see if they might be interested in purchasing and donating to the library.
4. Town Center Vision Committee update
  - a. There is a Dec 19 meeting for the department heads.
  - b. John Tappan helped us to prepare new maps and some drawings.
  - c. The trustees agreed that 5600 square feet total for the new library space is unacceptable – it does not meet the needs of the library.
  - d. The trustees discussed moving forward with the library expansion. We discussed investigating a warrant article and possibly using funds from the LPLCC capital reserve fund plus the foundation to underwrite architectural drawings. The trustees voted to move forward with these plans.

5. Computer access policy update
  - a. There was someone who was concerned about seeing pornography on a computer.
  - b. We need to revise our wording of our policy to ensure that things that are harmful to children are not accessed. A motion was made to add this to the new policy.
  - c. The library director will assemble a new policy.
6. We need to accept a donation for \$150 made to the library. We accepted a gift from Patricia Cook on behalf of Patricia Prince. The trustees voted to accept the gift.
7. Rollcall vote was taken to go into non-public session to discuss personnel issues. Passes unanimously.
8. Upcoming events
  - a. The community reads coordinator has booked Michael Ward to come to Lee, NH. He will speak on Feb 6, but they do not have a location as yet.
  - b. Graham cracker house making this Saturday.
9. Next meeting will be Jan 10 at 4 PM.