

LEE PUBLIC LIBRARY
MINUTES OF THE TRUSTEES MEETING

Date: December 14, 2011

Time: 4:45 pm

Held at the Lee Library

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

Minutes of last meeting: Accepted as amended.

Finances/ Treasurer's Report: Treasurer's report was accepted. As of 12/10/2011, the operating budget was \$6077.36; the balance in the non-lapsing account was \$1877.31; and there is \$5,720.24 in the Special Projects Fund.

Library Director's Report. [Separate document, attached]

Old Business:

Budget FY 2012-2013. The trustees discussed the meeting with the Advisory Budget Committee, and will incorporate changes in the budget format in preparation for next year's presentation.

Circulation Policy. The trustees discussed revisions and will vote on them at the January meeting..

New Business:

Warrant Article. The due date is January 10, 2012. Sharon will make the revisions in the wording; Bruce will read it at the Deliberative Session which is tentatively scheduled for Saturday, February 4.

Collection Development. The trustees approved Sharon's suggestion of using e-Readers as a way to expand the collection.

Other. Annie will file with the town to run for another term as trustee.

The meeting adjourned at 5:50 pm. The next regularly scheduled meeting will be on January 11 at 5 pm at the library.

**Lee Public Library
Director's Report
December 14, 2011**

Programs: 32 people attended the Mary Todd Lincoln presentation co-hosted with the Lee Historical Society. The presenter was extremely well versed in Lincoln lore and captivated the audience. 11 people came to the E-reader night. The resource list comparing the many different e-readers and many sites where there are free downloadable books is still being handed out to interested parties. 7 attended the fall craft workshop and were happy with their fall harvest star.

Meetings:

I attended the New Hampshire Library Association Fall meeting where I learned about "Transforming our image, building our Brand," presented by Valerie Gross, CEO, Howard Library System, MD "Facebook Liability" presented by Lisa M. Lee, Attorney and "When They Don't Come... Trends in Library Programs," presented by NH chapter presidents.

Chris Buslovich and I attended the meeting at the Howe Library in Hanover regarding the Evergreen Open Source software. It seems this will not be an option for the library for a number of reasons including the need for a full-time tech library person to fit it to the library's needs and its weakness in creating reports.

The Directors of the Durham, Madbury and Lee Public Libraries met in November and discussed programming, circulation systems and daily cash logs. Durham uses a cash register to keep track of funds, Madbury does not. Neither library is in a position to change their automation systems; Durham's system is relatively new.

All Library staff attended the Sexual Harassment class presented by the Local Government Center.

The Friends of the Lee Public Library met in November to plan the holiday concert. The Library Community Center Foundation came to the meeting and asked for a representative from the Friends to be a part of the organization.

Circulation Statistics for November

	October 2011	November 2011
Athena	3393	3065
Downloadable Books	203	206
Museum Passes	14	18
ILLs borrowed	104	127

*Athena circulation does not include renewals, which are calculated on a yearly basis.

Database Sessions for November

	October 2011	November 2011
Ancestry Library	6	118
Ebscohost	47	33
HeritageQuest	60	99
NewsBank	0	0

Computer User Sessions for November

	October 2011	November 2011
Public Access	178	129
Wireless	56	47

Visitor Count for November

October 2011	November 2011
2299	2218

Program Attendance for November

	October 2011 # of Programs	October 2011 Attendance	November 2011 # of Programs	November 2011 Attendance
Adult	6	59	7	81

Youth	14	178	16	197
YA				