

**LEE PUBLIC LIBRARY BOARD OF TRUSTEES' MEETING**

**DATE: Feb. 12, 2014 TIME: 5:00 PM**

**HELD AT THE LEE LIBRARY**

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

Minutes of January 8, 2014 accepted. Minutes of Jan. 31 work session accepted.

Treasurer's report accepted. There is \$ 11,188.54 in the operating budget, \$3193.03 in the non-lapsing account and \$6124.77 in the CD. The midyear budget was reviewed and accepted.

Library Director's Report (see-attached document)

**OLD BUSINESS:**

- Recap of Information Session of 1/23: The trustees and Sharon thought using email to encourage the public to attend the information session was a success. A large majority of those who attended said they support the building of a new library community center. Katrinka will type out the responses to the questionnaire.
- Trustees Action Plan for next few months: Annie presented an outline of possible actions for the foundation, building committee and the trustees. Cynthia will draft some talking points / agenda for the work session the trustees will schedule with the BOS after the election to discuss the future bond for the LPLCC. The building committee's charge from the BOS will need to be reaffirmed by the BOS. The trustees discussed sending out two mailings to get out the vote for the March 2015 election. The foundation will continue to display the drawings of the new building at library events and different venues in the local area. The trustees will continue to meet with committees and groups in town to keep the public informed and continue to submit articles in the E-Crier.

**OTHER:**

Cynthia suggested that we continue to review library policies.

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Non-Public Session Pursuant to RSA91-A: 3

The trustees evaluated the library director's performance for the past year.

Meeting adjourned at 6:30 PM. Next scheduled meeting is March 12, 2014.

Lee Public Library  
Director's Report  
February 2014

A few building related items occurred in January. The wall behind the circulation desk was painted and the holes patched from the many art items hung over the years. A new bulletin board strip was purchased and installed for staff behind the two work desks. The furnace fan would not turn off and was repaired. The furnaces were cleaned at the same time and the town office has the bill. The outside gutter soffits fell out, and were replaced by Bill Stevens.

At our staff meeting in January, staff shared and taught each other what they learned about the different databases owned by the library in order to better share with patrons what is available. Scottie R.'s topic was Novelist Plus-nonfiction for children and very helpful with Common Core initiatives. Beth S. shared Novelist for adults and showed how to find series in order easily. Michelle S. walked us through EbscoHost and how to access one of the many periodicals- Consumer Reports. Cheryl A. introduced us to Consumer Health Complete which provides convenient access to easily understandable health and medical information. Some used PowerPoint, some went straight to the internet- all did a great job!

Library meetings in Lee slowed down in January, I only attended seven!

	<b>December 2013</b>	<b>January 2014</b>
<b>Circulation</b> - Atrium	2396	2611
<b>Circulation</b> -Downloadable Books	349	369
Museum Passes	14	28
ILLs borrowed	119	118
Tents	0	0
Tables	2	2
Chairs	0	10
Meeting Room usage	25	32
Learning Express	156	27
Public access computers	80	106
Ebsco Host	44	75
Ancestry	28	28
Wireless	89	63
Visitor Count	1907	2165
Adult Classes/Events	8/145	8/67
Youth Classes/Events	18/158	20/182
Community	ORHS Libraryfest	Live & Learn Daycare (last visit)

Respectfully submitted,  
Sharon Taylor  
Director