

LEE PUBLIC LIBRARY
MINUTES OF THE TRUSTEES MEETING

Date: January 11, 2012

Time: 5 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.

Finances/ Treasurer's Report: Treasurer's report was accepted. As of 1/8/2012, the operating budget was \$4389.74; the balance in the non-lapsing account was \$1939.49; and there is \$5,723.16 in the Special Projects Fund.

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

Old Business:

Budget FY 2012-2013. The changes in the budget format were made in preparation for next year's presentation.

Circulation Policy. The trustees approved the policy changes.

New Business:

Deliberative Session, Saturday, February 4. Bruce will read the warrant article. The Friends will be providing food.

Library Trustees Conference. This year's conference will be held in Bedford on Monday, May 21st. The trustees who are able to do so, will attend.

Other. Annie will represent the trustees on the committee that will be formed to plan events for the marking of the 250th anniversary for the Town of Lee. Sharon will talk to Frank DeRocchi concerning the Senior Advisory Committee he would like to form, letting him know how the library could serve as an important resource.

Public Hearing pursuant to RSA: 202-A: 4C to accept donations. The board moved into public session to accept a monetary donation from Carolyn Storer in the amount of \$400. The trustees unanimously agreed that the donation would go into the library's operations budget, and be used for purchasing non-print.

The meeting adjourned at 6:20 pm. The next regularly scheduled meeting will be on February 8 at 5 pm at the library.

Director's Report
January 2012

Library: The ducts were cleaned in December by Professional Duct Cleaners, from Greenland, NH. The town paid for the ducts to be cleaned, and the cleaner suggested they be done every five years. The fire extinguishers were checked for compliance by A.S.A.P Fire & Safety Co. The energy commission spent an evening weatherizing the library by putting plastic on windows, including the cellar windows and wrapping the hot water tank.

Friends: The concert, on Dec. 3 drew in about 75 listeners, with the seacoast band Mud Hook providing the music. The donations were plentiful in the holiday buckets set around the room. The Friends will be supplying food at the deliberative session on February 4th.

Staff: Michelle represented the library at the December Safety Meeting.

Sharon attended the Department Head December meeting. Chris B. IT person, resigned.

Sharon, Michelle, Scottie and Beth attended the town breakfast put on by the Board of Selectmen. It was a festive gathering where the firemen cooked the food and attendees won prizes.

Circulation Statistics

	November 2011	December 2011
Athena	3065	3002
Downloadable Books	206	199 (Kindle-23, AdobeEPub-42, Mp3-40, WMA -94)
Museum Passes	18	26
ILLs borrowed	127	

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

Database Sessions

	November 2011	December 2011
Ancestry Library	118	0
Ebscohost	33	22
HeritageQuest	99	0
NewsBank	0	0

Computer User Sessions

	November 2011	December 2011
Public Access	129	128
Wireless	47	51

Visitor Count for November

November 2011	December 2011
2218	2327

Program Attendance

	November 2011 # of Programs	November 2011 Attendance	December 2011	December 2011
Adult	7	81	3	82
Youth	16	197	18	176
YA				