

LEE PUBLIC LIBRARY
MINUTES OF THE TRUSTEES MEETING

Date: July 14, 2010

Time: 4:45 pm

Held at the Library

Present: Peg Dolan, Cynthia Giguere-Unrein, Annie Gasowski, Bruce Larson, Katrinka Pellecchia; Lisa Morin

Minutes of last meeting: Accepted with corrections

Finances/ Treasurer's Report: Treasurer's report was accepted. As of June 30, the operating budget was \$1242.76; the balance in the non-lapsing account was \$6.70; and there is \$3,660.79 in the Special Projects Fund.

Library Statistics: In June, circulation was 4090, an increase of 325 from June '09; use of the public access computers was 225, a decrease of 71; wireless usage was 62, a decrease of 5. There were 93 checkouts of downloadable audio books – an increase of 38 (eight of these were e-books).

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

Old Business:

Town Center Committee Update. Peg attended the TCC meeting on July 13. The committee plans to review the needs/wants assessment for both the library and the town hall, look into selling gravel that will be dug out of the building site and investigate re-using building materials, possibly from an old barn – to save on cost. The next meeting is August 24.

Hopkington Public Library visit. The library visit is planned for July 28 at noon.

Volunteer Policy. The trustees voted to accept the amendment to the volunteer policy.

New Business:

Public Hearing, RSA: 202-A:4C. The board moved into a public hearing to accept a \$500 monetary donation given to the Lee Public Library by Allan Prince in memory of Joan Prince. The trustees agreed to add this amount to the Special Projects Fund.

The meeting adjourned at 6:04 pm. The next regularly scheduled meeting will be Sept. 8 at 4:45 pm at the library.

Lee Public Library Directors Report July 14, 2010

Friends of the Lee Public Library

The Friends are considering holding a free family holiday concert on the evening of the Lee tree lighting ceremony on December 4. This will be discussed in further detail at their July 26th meeting. At their June meeting the Friends elected the same slate of officers, with the exception of Deborah Schanda assuming the role of treasurer, as past treasurer Farishte Irani has moved to Virginia.

PSNH Municipal Smart Start Program

I've contacted Marc Toussaint of PSNH's Energy Efficiency Services Department about some of the lighting replacement programs that might benefit the library and town hall. I've copied and pasted below some of the possibilities outlined by Marc in his email response to me and plan to share this with the Selectmen at a meeting in the near future. Several of the ballasts in our lighting fixtures need to be replaced and before we do so, it might make more sense to replace all of the lighting fixtures with energy-efficient ballasts/bulbs.

Marc's comments:

- 1). Under our prescriptive rebate program, you could hire an electrician of your choice to install fixtures in these locations. Your rebate would be based on a set amount per fixture, depending on what type of fixture you used. I would visit the site and make a firm rebate offer based on the fixtures indicated by your electrician.
- 2). We have a 50/50 program with four competitively selected vendors who serve our small business customers. Under this program, the vendor would visit your site and propose a lighting retrofit project. If it passes our benefit cost test, we would then offer to pay 50% of the total cost of the project.
- 3). Regardless of who you use to install the fixtures, we can finance the amount that is left over after rebates. This financing results in a 10% reduction in the rebate and a one-time 5% administrative charge, but after that there is no ongoing interest rate. The program is structured so that your energy savings from the project would pay for your monthly loan payment, so if you're used to paying \$500 per month and we reduce your bill to \$400 with the project, you'd still pay \$500 per month: \$400 for electricity and \$100 toward the loan.

Staff

All staff performance reviews have been completed and goals outlined for FY10-11. All staff members have received a letter outlining their pay rates and benefits for FY10-11. These are on file in their personnel folders.

Summer Reading Program

126 children ages 2-12 are currently registered for the program
29 adults and 19 teens have registered for the summer reading program earning a chance to win a weekly raffle prize.

Website

All information, except for photographs for the photo album, has now been transferred to the new website. As of June 25th, the old library website is no longer available for public viewing.