

LEE PUBLIC LIBRARY
MINUTES OF THE TRUSTEES MEETING

Date: June 9, 2010

Time: 4:45 pm

Held at the Library

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

Minutes of last meeting: Accepted.

Finances/ Treasurer's Report: Treasurer's report was accepted. As of May 10, the operating budget was \$6763.46; the balance in the non-lapsing account was \$1365.07; and there is \$3656.86 in the Special Projects Fund. Due to the limitations of electronic banking, the end-of-fiscal year payments will be made by paper check. A CD is coming due on June 27, the trustees agreed to renew it for another year.

Library Statistics: In May, circulation was 3092, a decrease of 105 from May '09; use of the public access computers was 166, a decrease of 20; wireless usage was 56, an increase of 19. There were 87 checkouts of downloadable audio books – an increase of 24 (four of these were e-books).

Library Director's Report. The library did well on its annual safety inspection: new batteries are needed for emergency lighting and the bathroom threshold needs replacing. Library employees attended a class on handling fire extinguishers as part of the employee health fair, and will attend a "lifting class" in the future. The library website is transitioning over to the town website, at the end of the fiscal year, Seacoast Computers will no longer supply tech support – it will be done by the town's IT department. Scottie (children's librarian) is visiting the schools to promote the summer reading program. The Friends of the Library will be adding two new members to their board.

Public Hearing, RSA: 202-A:4C. The board moved into a public hearing to accept monetary donations given to the Lee Public Library. Donations received from James Fahy, Mary Woodward, Cynthia Hinkley, Joanna Wicklein, Stacey Segil, Chad Bradbury and Brent & Lisa Waddoups totaled \$423.47.

Old Business:

Town Center Committee Update. Since Durham appears to be getting closer to finding a location for their new library, and the trustees want to avoid competing for fund-raising dollars head-on, they agreed to write a letter to the Selectmen stressing the urgency of getting the TCC steering committee up and running. Peg will draft a letter for the trustees' approval.

Year-end fiscal money for budget year 2009-2010. The trustees agreed to encumber the \$1000 consulting fee for next year. Because of savings from postage (because of electronic banking), tech support and telephone (because of switching to the town suppliers) – the library did not spend all the money that the town voted for these purposes – the trustees agreed to return \$1750 to the town's general fund. The remaining year-end funds will be used to purchase print and non-print items for the collection – videos, children's audio books, etc.

Volunteer Appreciation. The trustees agreed to give chocolates as thank-yous to the volunteers, Peg will get them from Lindt next week.

New Business:

Volunteer Policy. In order to comply with state and federal guidelines, the trustees agreed to amend the policy to set the minimum age for volunteers at 14.

Other. As they continue to visit other libraries to help with the planning of the new library building, the trustees agreed to invite members of the FOL to accompany them.

The public meeting was adjourned at 5:58; the board went into non-public session to discuss the library director's performance review, adjourning at 6:15. Minutes were sealed.

The next regularly scheduled meeting will be July 14 at 4:45 pm at the library.