

LEE PUBLIC LIBRARY  
MINUTES OF THE TRUSTEES MEETING

Date: March 14, 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 3/8/2012, the operating budget was \$9,174.79; the balance in the non-lapsing account was \$2,358.86; and there is \$5,728.81 in the Special Projects Fund.

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

Old Business:

Update on Server for the Circulation System. Sharon reported that the offsite backup that Backbay offers is with a reputable company, it would be backed up everyday, the circulation information, accounting information and e-books would be backed up. The cost of the backup is \$30/month – which would bring the total cost (this year) of the server to \$1809 (\$1449 plus one year of backup).

Trustee Conference. This year it will be held on 5/21 in Bedford, the deadline to register is 5/7 – the trustees will finalize attendance at their April meeting.

New Business:

Bricker House Update. Due to an injury, Laurel Cox was unable to be present; Sharon presented the information. The trustees agreed to table any action on the property pending further discussion.

Energy Commission recommendation for library front door. The Energy Commission has recommended that the front door be repaired and/or replaced. Since this is a building issue and under jurisdiction of the town, the trustees asked Sharon to thank the commission for their work and ask that they pass this recommendation onto the town administrator.

FOL Tea. The Friends of the Library will host an appreciation tea on Sunday May 20.

Senior Advisory Committee Update. A meeting was held on March 12, it was agreed that “seniors” would include those 65+. Sharon is representing the library at the meetings. The next meeting will be on March 26.

Review of Collection Development Policy and Child Safety Policy. The trustees accepted the revisions to the Collection Development Policy; Sharon will present the changes made to the Child Safety Policy at the April meeting for review.

Annual election of officers. By unanimous decision, the trustees voted Annie as Chair, Peg as Vice-chair, Cynthia as Treasurer and Katrinka as Secretary.

Other. In recognition for her many years of service to the library, the trustees will present Joanne Reed with a gift certificate at a recognition ceremony on one of the Thursdays that she volunteers – date to be determined, depending on her schedule.

The trustees authorized a salary increase for the library employees consistent with the COLA for the town employees.

In order to facilitate getting information about the building to the community, the trustees agreed that all material pertinent to the new library community center building and planning be made available for review in the library – the materials may not be checked out.

A representative from Senator Kelly Ayotte's office will be at the Public Safety Complex on Friday, March 23 from 2:30-3:30 to hear and address Lee concerns – the trustees will attend.

Annie raised the possibility of adding alternates to the Library Trustees; the trustees will review the bylaws before further discussion.

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The public meeting was adjourned at 6:35; the board went into non-public session to discuss the library director's performance review, adjourning at 6:50. Minutes were sealed.

The next regularly scheduled meeting will be April 11, at 5 pm at the library.

**Programs** : 32 people attended the Skunk Zoo presentations which featured a father-daughter writing team and a real skunk! Part of the large attendance was credited to holding the event on a Saturday. 20 people attended "Are you talking to me? The language of Dogs and Cats," on 2/22 and stayed after the program ended for another 30 minutes to have their questions answered.

**Community**: Blaine Cox, from the Backyard Farming Initiative and I met to discuss programs for the coming year, some of which include "Gardening with Kids," "Choosing seeds" and more. Scottie and I both visited the Mastway School during the week of February to help celebrate Read Across America.

**Library**: I attended a Director's meeting in Durham on February 14 hosted by Thomas Madden, Durham director. We met the new Madbury Public Library Director Shay Doyon. I started working on the State Report, submission due date April 6.

**Online Services:**

As of February 10th, Penguin will no longer sell audiobooks or eBooks to libraries through OverDrive and all Penguin eBook titles in the Kindle format must now be first downloaded to a computer and then transferred by USB to the device. The Random House price increases for OverDrive eBooks went into effect. The prices are substantially higher than before. The previous "hardcover" book prices were \$26-35 and now the prices for new titles are \$45-84. Some of the new Random House children's books are up around \$48. Paperbacks selling new on Amazon for \$7.99 are now priced at \$24 through OverDrive. This may impact future rates for libraries.

<b>.Circulation</b>	<b>January 2012</b>		<b>February 2012</b>	
<b>Athena*</b>	3166		3062	
<b>Downloadable Books</b>	227 (Kindle-41, AdobeEPub -33, Mp3-44, WMA-109)		224 (Kindle 32, E-Pub-32, MP3- 55, WMA-105)	
<b>Museum Passes</b>	14		31	
<b>ILLs borrowed</b>	120		110	
<b>Online Resources</b>	<b>January 2012</b>		<b>February 2012</b>	
<b>Ancestry Library</b>	0		7	
<b>Ebscohost</b>	17		8	
<b>NewsBank</b>	0		0	
	<b>January 2012</b>		<b>February 2012</b>	
<b>Public Access</b>	114		87	
<b>Wireless</b>	77		79	
<b>Visitor Count</b>	<b>January 2012</b>		<b>February 2012</b>	
	2129		2278	
<b>Programs</b>	<b>January 2012 # of Programs</b>	<b>January 2012 Attendance</b>	<b>February 2012 # of Programs</b>	<b>February 2012 Attendance</b>
<b>Adult</b>	5	49	7	74
<b>Youth</b>	19	188	16	158
<b>School Outreach</b>	0	0	2	45
<b>YA</b>				

Respectfully submitted,  
Sharon Taylor, Director