

Lee Public Library Board of Trustees Meeting

Wednesday, May 16, 2018

at 7:00 at the Library

Minutes

Present for the meeting: Ruth Eifert, William Johnson, Annie Gasowski, Bob Simpson, Deborah Schanda, Peg Dolan, and Katrinka Pellecchia.

1. Approval/additions to the agenda; Minutes of previous meeting, approved.
2. Treasurer's report reviewed. No discrepancies were found. We are on track for our budget for the year.
Operations -- \$9167.95
Nonlapsing -- \$2334.83
CD -- \$6229.94
3. Library Director's Report
 - a. We are now having as many ebook loans as eaudio books.
 - b. We are using the library space about 34 times within a typical month.
 - c. The state ILL system is still not working so the librarians need to contact the libraries directly to get books from other libraries. Some libraries allow us to place a hold on materials from them.
 - d. Report on new staff – Inga is working out very well. Story time has been wonderful. We have reorganized the children's book section to accommodate the lapsit library read. Ben is working Tue, Wed, and Sat.
 - e. There is approximately \$30 remaining of the \$5000 allocated for the furniture allotment. We have reupholstered chairs and bought some shelving for the library.
 - f. The library has had no evaluation from the Oyster River Community Reads event. There were two facilitators plus two attendees at the book discussion.
 - g. The Oyster River Middle School worked on the flower beds and raked around the town hall as well.
 - h. Motion to enter into non-public session, NH RSA 91-A: 3II(a) personnel: roll call vote taken and passed.
 - i. Minutes have been sealed on the discussion.
 - j. Motion to exit non-public session, NH RSA 91-A: 3II(a) personnel.

4. Report of Library Trustees Conference of May 14
 - a. Katrinka, Deborah, Ruth, and Annie attended the conference
 - b. They got some good ideas of things to do at the library.
5. Future planning TCVC meeting
 - a. Katrinka attended the TCVC meeting.
 - b. A survey of the church property will start soon. Money has already been allocated to the survey. They discussed the parish house again.
 - c. There was discussion about the annex.
 - d. The RFP for the building expansion will be finalized and sent to the select board this week. It will go out Tuesday, possibly Wednesday.
 - e. There was a question about having a construction manager. Before the next TCVC meeting they will look into finding a construction manager. The next meeting will be May 29.
 - f. Deborah will confirm that the town select board has the library plan they need.
6. Staff Evaluations / director goals
 - a. Staff evaluations will be done before our June meeting.
 - b. Director Goals: increase visibility in the community; increase adult programming; get the word out about Overdrive's new App and teaching people how to use their technology; create and update the library procedures manual; redesign the library web site; work with the TCVC architect to design the space we need.
7. Upcoming events
 - a. Summer reading theme is "Libraries Rock." There will be a drop in craft every week. Thursday nights there will be concerts in Little River Park. (sponsored by the Rec Commission).