

LEE PUBLIC LIBRARY
MINUTES OF THE TRUSTEES MEETING

Date: May 2, 2011

Time: 4:45 pm

Held at the Library

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

Minutes of last meeting: Accepted

Finances/ Treasurer's Report: Treasurer's report was accepted. As of 5/1/11, the operating budget was \$10,896.41; the balance in the non-lapsing account was \$1143.19; and there is \$5,193.23 in the Special Projects Fund.

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

Old Business:

Lee Library Community Center Foundation. Cynthia is working on the articles of agreement. The trustees authorized her to obtain a Federal Tax ID for the Foundation.

Public Relations Policy. The trustees approved the revisions. Lisa informed them that the town's media site – where community information can be posted – is still under development.

New Business:

Whittemore School Project. The trustees met with Lynn Szymanski and Susannah Parnin, the two MBA students who will be working during June on the fund-raising project. The letter of agreement is due at the school on May 27.

Meeting with Durham and Madbury Trustees. A lunch meeting has been scheduled for May 25.

Library Page Job Description Update. The trustees approved the revisions.

Library Director's Search. The trustees accepted Library Director Lisa Morin's resignation and agreed to hold a non-public work session on May 6 to revise the job description and write the ads that will be placed on the various job-lines and in Foster's the week of May 9. The application deadline will be May 31.

The meeting adjourned at 6:30 pm. In addition to the May 6 work session, the trustees scheduled a non-public work session for June 1; the next regularly scheduled meeting is Wednesday, June 8 at 4:45 pm at the library.

**Lee Public Library Director's Report
May, 2011**

Circulation Statistics for April 2011

	April 2010	April 2011	+/-
Athena	3644	3110	-534
Downloadable Books	107 (7 ebooks)	139 (19 ebooks)	+32
Museum Passes	25	19	-6
ILLs borrowed	119	116	-3

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

Database Sessions for April 2011

	April 2010	April 2011	+/-
Ancestry Library	n/a	1	
Ebscohost	6	21	+15
HeritageQuest	39	3	-36
NewsBank	0	0	0

Computer User Sessions for April 2011

	April 2010	April 2011	+/-
Public Access	169	126	-43
Wireless	42	<u>17</u>	- 25

Visitor Count for April 2011

April 2010	April 2011	+/-
2534	2107	-427

Program Attendance for April 2011

	April 2010 # of Programs	April 2011 # of Programs	+/-		April 2010 Attendance	April 2011 Attendance	+/-
Adult	5	6	+1		58	69	+11
Youth	16	16	0		381	260	-121
YA	0	0	0		0	0	0

Adult programs included Lizzie Borden Program, Book Discussion, visit to Kirkwood Corners, CPR class, and daytime knitting. Youth programs included story time and afterschool

program, Make-It, Take-It craft, visits from Lee Cooperative Nursery School, visit to Live and Learn Daycare and school vacation week program with Roger Tincknell which attracted 75 people (smaller turnout for last April's Wayne from Maine concert that attracted 215 people).

Friends of the Lee Public Library

The Friends did not hold a meeting in April.

Other

- Phyllis Murray has begun volunteering at the library on Thursday afternoons. She is currently undertaking an inventory of the Adult Fiction collection.
- Lisa has been working with Jim Banks in determining the costs of switching over the library's T12 lighting to T8. Diane will be forwarding the information to the Board of Selectmen for their approval.
- Michelle, Cheryl and Scottie will be attending the NHLA spring conference in Manchester on Thursday, May 5.