

LEE PUBLIC LIBRARY  
MINUTES OF THE TRUSTEES MEETING

Date: May 9, 2012

Time: 5:00 pm

Held at the Library

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

Minutes of last meeting: Accepted with correction (Katrinka abstaining).

Finances/ Treasurer's Report: Treasurer's report was accepted. As of 5/8/12, the operating budget was \$12,185.58; the balance in the non-lapsing account was \$2342.43; and there is \$5,734.46 in the Special Projects Fund. The trustees agreed to roll over the CD when it comes due in June, extending it for another year.

Library Director's Report. [Separate document, attached] The trustees discussed attendance and usage statistics and the best way to present/format them.

Old Business:

NHLTA Conference, May 21. The trustees will car pool; final arrangements to be decided on May 18.

Meeting Room and Conduct in the Library Policies. The trustees made editing changes and suggestions; Sharon will incorporate these changes and e-mail them to the trustees in advance of the June meeting.

Wireless Security Update. The trustees agreed to expend \$400 to provide wireless security for its users.

FOL Tea, June 3. The Friends will be hosting a tea on Sunday, June 3, from 3-5 pm. The trustees who are available will attend.

New Business:

Atrium Training. The library will close on Friday, July 6, so that the staff can be trained in the new Circulation System. Sharon is working with the company, she has sent them the library information and will be sending them the collection information. Sharon will put announcements about the closing in the E-Crier and post signs at the library.

Policy Reviews. The trustees agreed that they would postpone the review of library policies until August.

Senior Community Service Employment. Sharon will go ahead with this program, interviewing the individual, who will be working up to 15-20 hours/week. She will be checking on the paperwork associated with this program to make sure that more work is not being created.

New library tent. The trustees agreed to expend \$199 for a three-sided 10' x10' tent with protective sides. Sharon will research the pricing for conference and adjustable tables.

Overdrive. The trustees agreed to expend \$1000 to enroll in the Overdrive Advantage program, which will greatly expand the number of audio books available for download.

Other. Cynthia reported that Doug Bencks gave the trustees permission to use the yard signs Durham had printed in support of their library vote; Katrinka said she could store them. The trustees did not approve a high school student's request to put a donation box for the Cocheco Valley Humane Shelter as part of her Power of One project.

Public Session for the Acceptance of Donations per RSA 202-A:4c. At 6:40, the trustees went into public session to accept the donation of \$50 from Diane Zaidlicz.

The meeting adjourned at 6:45 pm. The next regularly scheduled meeting is Wednesday, June 13 at 5 pm at the library.

Lee Public Library  
Director's Report  
May 9, 2012

Library Events: Over eighty people turned out to listen to Lee resident Harold Ward talk about his unique World War II experience. We hosted this with the Lee Historical Society. The vacation week program with magician/juggler Scott Jamieson attracted 185 people. The Seacoast Science Center taught 19 children and adults all about earthworms, which attendees then let free in the library's flower gardens. The coupon class brought in ten people, some new to the library. We bid a fond farewell to longtime (20 + years) volunteer Joanne Reed.

Community: I met with the Senior Advisory Group and we discussed programs that will be held here at the library. We will be starting a knitting group for those over 50. Thursday afternoons starting May 24 at 2 p.m., seniors may meet here to play cards, work on puzzles and other games and activities

Staff: Children's librarian, Scottie Robinson, applied for and received a Kids, Books & Arts grant, which will help pay for our summer finale performer, mime, Robert Rivest. I attended a workshop on First Client Web service, and was able to find out what we can and can't do with our website. The Atrium Data Management Profile (DMP) is almost complete and we move closer to the conversion in July.

<b>Circulation</b>	<b>March 2012</b>	<b>April 2012</b>		
<b>Athena</b>	3123	2850		
<b>Downloadable Books</b>	224 (Kindle-43, E-Pub-44, MP3-39, WMA-98)	176 (Kindle-33, Adobe-48, MP3-20, WMA- 75)		
<b>Museum Passes</b>	28	26		
<b>ILLs borrowed</b>	108	100		
<b>Online Resources</b>	<b>March 2012</b>	<b>April 2012</b>		
<b>Ancestry Library</b>	54	0		
<b>Ebscohost</b>	6	15		
<b>NewsBank</b>	0	0		
<b>Tech Access</b>	<b>March 2012</b>			
<b>Public Access</b>	83	113		
<b>Wireless</b>	74	67		
<b>Visitor Count</b>	<b>March 2012</b>	<b>April 2012</b>		
	2,031	2,257		
<b>Programs</b>	<b>March # of Programs</b>	<b>March Attendance</b>	<b>April # of Programs</b>	<b>April Attendance</b>
<b>Adult</b>	<b>6</b>	<b>69</b>	<b>5</b>	<b>115</b>
<b>Youth</b>	<b>17</b>	<b>111</b>	<b>14</b>	<b>346</b>
<b>School Outreach</b>	<b>1</b>	<b>55</b>	<b>1</b>	<b>66</b>
<b>YA</b>				

Respectfully submitted,  
Sharon Taylor, Director