

LEE PUBLIC LIBRARY
MINUTES OF THE TRUSTEES MEETING

Date: October 12, 2011

Time: 4:45 pm Held at the Lee Library

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

Minutes of last meeting: Accepted.

Finances/ Treasurer's Report: Treasurer's report was accepted. As of 10/7/11, the operating budget was \$3027.78; the balance in the non-lapsing account was \$1578.34; and there is \$5,714.50 in the Special Projects Fund.

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

Old Business:

Budget FY 2012-2013. The trustees' meeting with the Advisory Budget Committee has been rescheduled for December 13, at 7 pm. Sharon presented her budget draft; the trustees will schedule a work session devoted to budget preparation.

Copier Machine Contracts. There is a return fee in the contract.

Employment Policy/Background Checks. Sharon will check with the town to see if there is a town policy regarding checks.

CIP. Sharon will be meeting this week with committee member Ed Bannister.

New Business:

Circulation software. Sharon and Chris Busolovich (IT) will be attending a meeting in Hanover to learn about Atrium; Sharon has also been researching Evergreen Open Source as a possibility.

Interlibrary Loan Van. The trustees agreed to have a petition at the front desk for library users to sign as evidence of the demand for the service.

Other. Sharon has been drafting an E-reader lending policy, and will e-mail a final draft to the trustees before the November meeting. The trustees approved adding an additional shelf in the cleaning closet. The roof of the library has been cleaned. A new digital camera has been purchased with funds donated by the Friends; the Friends are also investigating purchasing a telescope.

The meeting adjourned at 5:55. The next regularly scheduled meeting will be on November 9 at 5:30 pm at the library.

Library Director's Report
Wednesday, October 12, 2011

Programs

The Soldier of the American Revolution Program was attended by 23 people, including 4 children. Denis Hambucken and Bill Payson did a great job with their hands on approach and showing all of the regalia from that era. They offered to give the Library and the Historical Society one dollar for every book sold that night. This fall the children of Lee have a choice of three different dogs to read on two different Saturdays and a Thursday.

Community

It was a great idea for the library to be at Little River Fest/Old Home Day. Good idea to have our presence known at town events.

The Cub Scouts will be doing a project with the Book Sale Books including transporting old books that are not selling to Got Books at the recycling center.

The Friends of the Lee Public Library

The Friends of the Lee Public Library voted to pay for a new camera for the library with a limit of \$200. They also agreed to pay for the Flexible Passes to the Museum of Fine Arts. The passes were so popular last year we ran out before year's end. A Rotary club member will be attending their October 18 meeting to discuss the possibility of getting a telescope for the library in partnership with the Friends under the auspices of New Hampshire Astronomical Society and their "Telescopes for Libraries program."

Staff has been taking the Nook home and looking at the directions and Quick Visual Reference created for it. They will be providing feedback on the completeness and usefulness of the directions and exploring the Nook before it is introduced to the public in November.

Circulation Statistics for September

	September 2010	September 2011	+/-
Athena	3444	3125	-319
Downloadable Books	90(18 Mp3s,17 Adobe E-Pubs,55 Wmas)	204(1 Kindle, 42 Mp3s, 43 Adobe E-Pubs,118 Wmas)	+114
Museum Passes	13	9	-4
ILLs borrowed	130	82	-48

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

Database Sessions for September

	September 2010	September 2011	+/-
Ancestry Library	Did not have	13	
Ebscohost	11	18	+7
HeritageQuest	334	121	-213
NewsBank	8	0	-8

Computer User Sessions for September

	September 2010	September 2011	+/-
Public Access	184	171	-13
Wireless	47	48	+1

Visitor Count for September

September 2010	September 2011	+/-
2473	2482	+9

Program Attendance for September

	September 2010 # of Programs	September 2011 # of Programs	+/-	September 2010 Attendance	September 2011 Attendance	+/-
Adult	2	2		21	10	-11
Youth	12	16	+2	148	164	+16
YA						