

LEE PUBLIC LIBRARY BOARD OF TRUSTEES' MEETING
Oct 9, 2013, 2013
5:00 PM HELD @ LEE LIBRARY

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

Minutes of Sept. 11, 2013 approved as amended.

Treasurer's report accepted. There is \$ 11,604.18 in the operating budget, \$ 2329.34 in the non -lapsing account and \$6116.56 in the CD.

Library Director's Report (see attached document)

OLD BUSINESS:

Building Committee Update: The Building Committee interviewed several construction managers and will make a recommendation to the Select Board for the approval of their candidate at the Oct. 14 the BOS meeting. If approved by the Select Board, the manager will attend the Oct 17 Building Committee Meeting.

NH Municipal Bond Bank: The trustees will ask Sheila St. Germain, executive director of the NHMBB, to attend the Dec.9 Select Board Meeting to provide information on the bond process and to answer any questions. The trustees will also contact Julie to schedule a public hearing for the bond.

Public Relations: Sharon asked the art teacher at Mastway School if she would involve students in the creation of a new logo for the LPLCC. The trustees hope this will make parents and students more aware of the building project.

Recreational Committee: The trustees met with the Recreation Committee and gave their suggestions for a recreational partnership between the library and the recreation committee. Sharon will offer a program on stargazing with the library's telescope at Little River Park.

NEW BUSINESS:

FY 2014-2015 Budget: The trustees approved the budget as revised. The circulation librarian's hours will increase by two hours. The library will be open one additional hour starting on July 14, 2014. (Probably Thurs. evening). A new position (Assistant Librarian II) was created to reflect the increased tasks and responsibilities that are not applicable to the current page position. On Oct. 17 the trustees will present their budget to the Advisory Budget Committee and the Select Board.

Work Session: The trustees will hold a work session on Nov. 5 to strategize ways to inform the public about the bond and the building.

OTHER:

The Friends of the Lee Library will hold a Holiday Farm Tour and Concert on Dec. 8.

PUBLIC SESSION FOR THE ACCEPTANCE OF DONATIONS PER RSAA: c

Twenty –five dollars from Jeannie MacKay

Meeting adjourned at 7:15PM. Next scheduled meeting is Nov. 13. Work Session Nov.5

Director's Report
October 2013

Lee Public Library was well represented at the Lee Fair with tables for the Friends, the Foundation and the Library. Children came in droves to decorate the painters' caps and bookmarks (which had library information on the other side). Many adults came by to talk about the plans for the new library! Our two pop-up tents that we lend out to the community came in handy for us that day as throngs explored the information available.

At our September staff meeting we decided to each learn more about the great online services the library offers and at the January staff meeting we will teach each other what we learned. Staff evaluations were completed in September. Overdrive offered a user assistance webinar, and many different ways to help our e-reader customers were discussed. The information on how to access the archived class was sent to staff.

<i>Circulation</i>	August 2013	September 2013
Atrium	3201	2612
Downloadable Books	95 Adobe EPub, 1 Adobe pdf, 57 Kindle, 1 Open E-pub, 93 MP3, 2 OD Read, 79 WMA audio, 5 One Step Audio, 8 One step Books Total 341	91 Adobe EPub, 74-Kindle, 1-EPub, 144-MP3 Audiobook, 3-OD Read, 72-WMA Audiobook, 3-One Step Audio, 11- One Step Ebooks Total 399
Museum Passes	24	10
ILs borrowed	100	106
Tents	8	6
Tables	10	2
Chairs	30	10
Meeting Room usage	6	21
<i>Online Resources</i>		
Ancestry Library	94	44
Ebscohost	19	36
Learning Express	8	6
<i>Tech Access</i>		
Public Access	134	115
Wireless	112	106
<i>Visitor Count</i>		
	2431	2117
<i>Classes/Events</i>		
Adult	4/48	5/37
Youth	2/67	10/121
Community		Assisted Kirkwood Corner, Community Neighbor Pet Drive Lee Fair 100s! 3rd grade visits- 65