

LEE PUBLIC LIBRARY  
MINUTES OF THE TRUSTEES MEETING

Date: Sept 12, 2012

Time: 5:00 pm

Held at the Library

Present: Annie Gasowski, Bruce Larson, Katrinka Pellecchia; Sharon Taylor.

Minutes of last meeting: Accepted.

Finances/ Treasurer's Report: Treasurer's reports were accepted. As of July 31 -- Operations balance: 3,716.48 ; Nonlapsing balance: 2,587.19; Certificate balance: 5,742.17. As of Aug 31 -- Operations balance: 5,004.25; Nonlapsing balance: 2,754.48 ; Certificate balance: 5,744.13.

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

Old Business:

Audit. The auditors came on September 5; everything was satisfactory.

Budget review. The trustees looked at the draft budget and will look at the salary portion at their October meeting.

Senior community service employment. The person decided to pursue another opportunity.

Lee Little River Fair. It was a successful day; there were very few entries in the dessert contest, the trustees agreed they would probably not have one next year.

The articles for the Town Crier and Annual Report have been sent to Dawn Hayes.

New Business:

Cost of Atrium enhancement book covers. There was some discussion as to the expense, is it really worth it? The discussion was tabled until the October meeting.

Wireless insurance. The trustees agreed to purchase the annual firewall protection for the wireless network.

Policy review. The revisions to the Customer Service and Gift Policies were accepted.

Meeting with Select Board. Katrinka will draft a letter requesting a meeting that would also include the Foundation Board officers to update the Selectmen on the the progress of the LPLCC Foundation.

Foundation Board Meeting/Public Relations. The trustees discussed putting small posters up at the library to start promoting the new building; Bruce will research information on getting some outdoor signs made.

Other. The trustees agreed to invite Town Administrator Julie Glover to a future meeting.

Public Session for the Acceptance of Donations per RSA 202-A: 4c. The trustees agreed to accept the donation of a Sony Reader for patron use and to accept a \$500 donation from Alan Prince, which will be deposited in the operating account.

The meeting was adjourned at 6:05 pm. The next scheduled meeting is Wednesday, October 10 at 5 pm at the Lee Public Library.

Lee Public Library  
Director's Report  
September 12, 2012

Atrium, the new circulation system, was installed overnight July 5, and staff was trained the next day. We are getting many positive statements from patrons and staff continues to learn everyday about what the system can do.

The summer reading program was enhanced by the addition of more workshops and events for families, and the attendance proved the need for more family times at the library.

<i>Circulation</i>	July 2012	August 2012		
<b>Atrium</b>	2951	3508		
<b>Downloadable Books</b>	59-Adobe, 39- Kindle, 44-MP3audio book-, 92-WMA.	65-Adobe, 37-Kindle, 37- MP3audio book, 94- WMA.		
<b>Museum Passes</b>	24	29		
<b>ILLs borrowed</b>				
<b>Tents</b>	8	6		
<b>Tables</b>	2	0		
<b>Chairs</b>	10	0		
<i>Online Resources</i>				
<b>Ancestry Library</b>	28	0		
<b>Ebscohost</b>	55	26		
<b>NewsBank</b>	2	0		
<i>Tech Access</i>				
<b>Public Access</b>	133	68		
<b>Wireless</b>	75	84		
<b>Visitor Count</b>	2454	2541		
<i>Programs</i>	<b>July # of Programs</b>	<b>July Attendance</b>	<b>August # of Programs</b>	<b>August Attendance</b>
<b>Adult</b>	4	21	2	12
<b>Youth</b>	18	385	2	72
<b>Summer Reading Program 2012 Sign-ups</b>	1	119	Sign up 2011- 90	2012 +29
<b>YA Summer Reading Program Sign-ups</b>	1	20	Sign-up 2011- 12	2012 +8

Respectfully submitted,

Sharon Taylor, Director