

LEE PUBLIC LIBRARY
MINUTES OF THE TRUSTEES MEETING

Date April 9, 2008

Time: 5:00

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 April 9, the operating budget was \$6289.48. The balance in the non-lapsing account was \$2606.41.

Library Statistics: In March 2008, circulation was 3645 (a decrease of 63 from March '07); computer usage was 216 (an increase of 59); and wireless usage was 27 (an increase of 6). There were 57 checkouts of downloadable audio books—an increase of 14.

Old Business:

Town Center Committee. The committee has developed a list of pros and cons for each piece of town property. At their next meeting, they plan to walk the Bricker property site. Since Lisa will be out of town, Peg will attend the meeting with Katrinka

Investment Policy. The trustees agreed to have a policy in place before June 30 (end of fiscal year).

Volunteer Tea. The tea will be held on May 8, at 7 pm in the library.

Pay Classification Study. Peg and Lisa met with Barry Cox on April 7. He will assign a labor grade to each staff position with steps, using 8 libraries for comparison. He plans to have the study completed in the fall, in time for the annual budget review.

Staff Performance Review. Lisa will incorporate the trustees' suggestions and have a revision ready for the next trustee meeting.

Gates Technology Grant. The Lee Library has qualified for this two-year grant, one of only 19 libraries in NH to do so; the trustees authorized Lisa to commit to the grant. The grant will allow the library to upgrade its public access computers—possibly adding a scanner and printer and upgrading handicap access, with the library putting up 25% matching funds the first year, 50% the second.

New Business:

Bank Accounts. The trustees agreed to switch their bank account to the NE Credit Union, which is in Lee. Cynthia and Peg will visit the credit union to set that up.

Seminars on Trustees of the Trust Funds. The trustees discussed the possibility of attending—they will be held on May 28 in Shelburne and June 5 in Concord.

Automated Library Systems. The goal is to have a system in place by the end of 2011. Michelle and Lisa are looking at three products; they feel it makes sense to coordinate with the ORSD.

Other. Currently the library's old computers are 1) offered to the Town and then 2) taken to the recycling center. There was discussion about whether disposing of computers should be added to the Surplus Policy, one possibility would be to make them available to the citizens of Lee at a low cost.

The meeting was adjourned at 6:15 pm; the next scheduled regular meeting is Wednesday, May 14 at 4:45 pm.