

LEE PUBLIC LIBRARY  
MINUTES OF THE TRUSTEES MEETING

Date: April 8, 2009

Time: 4:45

Held at the Library

Present: Peg Dolan, Cynthia Giguere-Unrein, Annie Gasowski, Bruce Larson, Katrinka Pellecchia, Lisa Morin

Minutes of last meeting: Accepted.

Finances/ Treasurer's Report: Treasurer's report was accepted. As of April 8, the operating budget was \$6485.45; the balance in the non-lapsing account was \$2016.65; the Special Projects Fund has \$3071.89.

Library Statistics: In March, circulation was 3490, a decrease of 155 over March '08; computer usage was 182, a decrease of 34; wireless usage was 55, an increase of 28. There were 56 checkouts of downloadable audio books – a decrease of 20.

Old Business:

Town Center Committee. The committee will be taking the next step – looking for an architect to prepare preliminary designs. Because of the various demands of the project (new building, re-use of historical buildings, LEEDs) – Requests for Qualifications will be sent to a broader pool. The next meeting is scheduled for April 22.

Staff appreciation. . The trustees will give the staff gift certificates as a thank-you for their hard work during Library Appreciation Week.

New Business:

Election of Officers. The trustees congratulated Annie on her re-election and voted to keep the same officers: Peg, Chair; Annie, Vice-Chair; Cynthia, Treasurer; Katrinka, Secretary.

Acceptance of Year Two of the Gates Grant Funding. The trustees voted to provide matching funds for the second year.

Public Access Computer Policy. Now that the library will have more computers available, and have timing software – it was decided to allow patrons up to one hour at three of the computers, keeping one at 15-minute use. Lisa will e-mail a draft of this policy change to the trustees for discussion at the May meeting.

Library Hours of Operation Policy. Since visitor data shows that Tuesday is one of the busiest days for the library, it was agreed that the library should be open longer on that day. Starting this summer, the library will be open 12-8 on Tuesday, while Wednesday hours will be cut to 3-8. Lisa will e-mail a draft of this policy change to the trustees for discussion at the May meeting.

Other. The trustees accepted Cristy Gylfphe's resignation (effective 4/29/09) with regrets. The trustees approved Lisa's June vacation request. Kevin Shenefiel delivered two bookcases to the library, the cost was \$436. The town will place security cameras and motion-activated lights at the library.

Adjourned at 6:07. The next scheduled regular meeting is Wed., May 13, 2009 at 4:45 pm.