

LEE PUBLIC LIBRARY
MINUTES OF THE TRUSTEES MEETING

Date: Dec. 10, 2008

Time: 4:45

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 Dec. 9, the operating budget was \$2855.23; the balance in the non-lapsing account was \$1547; and there is \$3029.31 in the Special Projects Fund.

Library Statistics: In November, circulation was 3202, a decrease of 223 from Nov '07; computer usage was 199, a decrease of 16; and wireless usage was 60, an increase of 42. There were 34 checkouts of downloadable audio books – a decrease of 15. Lisa contacted Comcast about their plans to start charging for huge downloads, and was assured that the library would not be affected.

Old Business:

Pay Classification Study. The trustees discussed the study and decided to adjust the three positions that were below the midpoint salary range (based on comparables from other libraries). Lisa will draft a letter to the Advisory Budget Committee, asking to meet with them again to review these salary adjustments. The trustees agreed that the pay classifications would be reviewed every three years.

Town Center Committee. The public hearing was held on Nov. 13. There has been no meeting of the committee since Nov. 19.

Joint Loss Management Committee Inspection Report. Lisa meet with the selectmen and at their request is preparing a bid package that will be sent to five firms; the selectmen will open the bids at their Jan. 12 meeting. The trustees authorized Lisa to do additional radon tests.

New Business:

Annual Christmas Party. The trustees approved the closing of the library from 12-2 on Dec. 18 so that staff may attend the Christmas lunch.

Non-resident fee. The trustees approved raising the fee to \$30, beginning Jan. 1, 2009 – an amount which is equal to the per capita cost for the residents of Lee.

Library Building Program. In the town's CIP, facility planning is now scheduled for 2010-11, design for 2011-12 with construction beginning in 2012-13. Lisa will look into the possibility of pursuing some grants to help with conceptual costs; Cynthia suggested the possibility of working with UNH architectural students in the initial design stages.

The board moved into a public hearing to accept a monetary donation of \$200 given to the Lee Public Library by Carolyn Storer..

The meeting was adjourned at 6:20. The next scheduled regular meeting is Wednesday, January 14, 2009 at 4:45 pm.