

LEE PUBLIC LIBRARY
MINUTES OF THE TRUSTEES' MEETING

Date: Dec. 9, 2009

Time: 4:45

Held at the Library

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

Bruce moved to go into public session with Annie seconding.

Public Hearing RSA 202-A:4c III to accept donations

The board moved into public session to accept monetary donations of \$519.74 given to the Library by the Krzanowski, Linden and Pratt families, and from Diane Zaidlicz and Carolyn Storer.

Cynthia Moved to accept donations as presented, Bruce seconded.

Trustees to allocate funds to the trust account in the amount of \$500.00 with balance going into operations.

This allocation was unanimously approved.

Bruce moved to close public hearing, Annie Seconded.

Minutes of Nov. 18, 2009 meeting: Annie moved to accept minutes as written. Bruce seconded.

Treasurer's report: treasurer's report was accepted. As of 9 December, the operating account balance was \$3,955.33; the balance in the non-lapsing account was \$446.59; the Special Projects Fund balance was \$3,132.49.

Library Statistics: Great November, circulation was 3,433 an increase of 231 compared with November 2008; computer usage was 218, an increase of 19; wireless usage was 33, a decrease of 27. There were 99 checkouts of downloadable audio books an increase of 65.

OLD BUSINESS

Town Center Committee update: Lisa reported on the most recent TCC meeting. Reconfiguring of library design based on feedback and additional input. With revisions with respect to seating, floor plan was reduced by approximately 1,200 sq. ft. Reading room added. Lift/elevator was added to be ADA compliant and to access and move materials from storage. Basement could be used by recreation dept. Partial basement added under community room. Mechanical room, vault, storage and room for the book sale have been added to lower level. Historical Society and Heritage Commission both had input into the revisions.

2010-2011 Budget

Warrant Article: Bob Smith on TCC committee and planning board and numbers man for CIP. Next phase requires some final architectural drawings and engineering studies, that will require \$140 – 145 thousand. We have about \$45 k so we would need to ask for \$100,000. We need to start talking about fund raising. We may need to spend some money now to save future dollars. Lisa will try to set up a time at the Dec. 14 meeting of selectmen for library trustees to bring forward some questions regarding next steps with the library/town center project.

New Business

Holiday hours: Hours of Operations Policy: move to amend for the library to be open 2 – 5 on the Wednesday before Thanksgiving to be open for three hours each day before a major holiday (Thanksgiving, Christmas and New Year). Lisa will revise for next meeting.

Review of trustees' by-laws: Bruce moved to strike the article III: section 02. Annie seconded. The change was unanimously approved.

Other: Kudos to the Friends of Lee Library (Friends) for the Holiday house tour. Friends are thinking of doing it again in 2011, already thinking of new houses. Friends are also looking into doing a garden tour this summer. 115 tickets sold for the house tour, raising around \$1300 after expenses.

Lisa informed the Board that Movie Scene is closing at the Lee Traffic Circle at the end of December. Lisa will monitor increased demand for DVDs after the first of the year.

Lisa reported that the library has started a new program with Kirkwood Corners where a representative from the Library will go to the facility to read to the residents once or twice a month. Annie volunteered to participate.

Move to a Non- Public Session, RSA91A:3 11-a

Personnel issue

Annie moved that we go into non-public session, Bruce seconded. Caitlin has submitted her letter of resignation due to increased course requirements in her senior year at UNH. Caitlin has given ample notice and will leave effective January 25. The Board regretfully accepts her letter of resignation.

Board authorized Lisa to advertise for the page position.

Board desire to keep these minutes unsealed.

Meeting adjourned at 6:10.