

LEE PUBLIC LIBRARY  
MINUTES OF THE TRUSTEES MEETING

Date: Jan. 14, 2009

Time: 4:45

Held at the Library

Present: Peg Dolan, Bruce Larson, Katrinka Pellecchia, Lisa Morin

Minutes of last meeting: Accepted with correction

Finances/ Treasurer's Report: Treasurer's report was accepted. As of Dec. 31, the operating budget was \$9933.51; the balance in the non-lapsing account was \$1685.51; and there is \$3039.90 in the Special Projects Fund.

Library Statistics: In December, despite power outages and blizzards, circulation was 2650, an increase of 101 from Dec '07; the outages did affect computer usage – use of the public access computers was 163, a decrease of 13; and wireless usage was 31, an increase of 8. There were 60 checkouts of downloadable audio books – a decrease of 33. In late January, there the staff will do online training for the downloadable audio book program; Lisa will also investigate what it would cost the library to go with a different program, as the state program does not support downloads to iPods.

Old Business:

Town Center Committee. The topographic survey has been started; the committee will meet next week with CivilWorks. Lisa and Peg will attend.

Library Repairs. Lisa sent out the invitation to bid proposals; the bids are due by January 23 and the selectmen will open them at their meeting on January 26. The repairs include bringing the furnace enclosure and vent exhaust system up to code, enclosing exposed wiring and securing the stacks. Lisa was told by the town code enforcement officer that nothing needed to be done to the ceiling in the basement.

Pay Classification Study. Lisa passed out copies of the final study; she will catalog a copy to have it available in the library.

09-10 Budget. A meeting with the Budget Advisory Committee to discuss salary adjustments still needs to be scheduled. Thanks to the Friends of the Library donation of a computer workstation, Lisa was able to remove that item from the budget.

New Business:

Trustee Mailing. The trustees agreed that information on the upcoming warrant article and ballot item could be made available at the checkout desk and in the next Bookseller Digest and there was no need to do a mailing.

Filing for Town Offices. The deadline for filing is January 30.

Other. Changing the non-resident fee requires an amendment to the library's policy. Lisa will prepare the change; the trustees will vote on it at the next meeting. Lisa informed the trustees that thanks to a

donation, a pass to the Seacoast Science Center is now available for library patrons. The trustees discussed ways to make current books available to the library's book group (currently, it is hard to get enough copies of recently published, in-demand books for everyone to have a copy); Lisa will talk to the Friends to see if this is something they would help sponsor.

The board moved into a non-public hearing – RSA 91-A:311-a, with Peg Dolan, Bruce Larson and Katrinka Pellecchia all voting in favor of this action. The staff member's request for a leave of absence was granted; the minutes were sealed.

The meeting was adjourned at 6:15. The next scheduled regular meeting is Wednesday, February 11, 2009 at 4:45 pm.