

LEE PUBLIC LIBRARY
MINUTES OF THE TRUSTEES MEETING

Date March 25, 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 March 6, the operating budget was \$8,916.80. The balance in the non-lapsing account was \$2606.41.

Library Statistics: In February 2008, which had an extra day because of leap year, circulation was 3415 (an increase of 303 over Feb 07); computer usage was 178 (an increase of 52); and wireless usage was 28 (an increase of 16). There were 76 checkouts of downloadable audio books—an increase of 7.

Old Business:

Pay Classification Study. Lisa will meet with Barry Cox, who is doing the PCS for all library positions, on April 7, at 10 a.m. The staff will meet with him at 10:30. Lisa also plans to transition to a new merit system that should make the process simpler—she will have information on this at the next trustee meeting.

Friends of the Library. The FOL has cancelled their tea in order to concentrate their efforts on the Silent Auction fundraiser during the Lee Fair. The FOL is helping with the April vacation program at ORHS.

New Business:

Election of officers. The trustees welcomed their newest member Bruce Larson; the following officers were elected: Peg Dolan -- Chair, Annie Gasowski--Vice Chair, Cynthia Giguere-Unrein--Treasurer, Katrinka Pellecchia -- Secretary. Cynthia will arrange to get signature authority at Ocean Bank.

Website upgrades. The Library website has been upgraded to meet W3C guidelines for handicapped accessibility. A great feature of the website is that staff can do their own input. Cynthia suggested that the site include links to pertinent articles in Foster's and other publications. We will also start posting the trustee minutes online.

Dates for meetings. Regular trustee meetings will be held on the second Wednesday of each month at 4:45 pm at the library.

Town Center Committee. Since the discovery that an important vernal pool is on the land the committee had originally selected as a possible site for the new town center, the committee will be looking at other town properties, weighing the pros and cons of each option.

Volunteer Tea & National Library Week. A reception to honor and thank volunteers will be held in May at the Library. The trustees will give the staff gift certificates as a thank-you for their hard work during Library Appreciation Week (the week of April 13).

The meeting was adjourned at 6 pm; the next scheduled regular meeting is Wednesday, April 9 at 4:45 pm.