

LEE PUBLIC LIBRARY
MINUTES OF THE TRUSTEES MEETING

Date: Nov. 18, 2009

Time: 4:45 pm

Held at the Library

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

Minutes of last meeting: Accepted with correction.

Finances/ Treasurer's Report: Treasurer's report was accepted. As of 17 November, the operating budget balance was \$4225.61; the balance in the non-lapsing account was \$446.50; the Special Projects Fund has \$3129.01. Cynthia is in the process of converting to e-pay, which will save money on postage, and the trustees agreed to begin receiving the bank statements online.

Library Statistics: Who says print is dead! In October, circulation was 4075, an increase of 697 from Oct. '08; computer usage was 214, an increase of 43; wireless usage was 41, an increase of 20. There were 107 checkouts of downloadable audio books – an increase of 70.

Old Business:

Town Center Committee. The committee continues to meet with Dennis Mires every two weeks; the latest set of plans incorporated the suggestions made by the library staff.

2010-2011 Budget. In addition to going to e-pay, the library is instituting several other cost-cutting measures – transferring the telephone service to Bayring, transferring the website to the town's. The trustees agreed that savings from postage should go to increasing the amount available for purchasing new books; the revised budget now shows a decrease of 2.8 %.

New Business:

The trustees agreed to allow the Energy Committee's display to remain up until the end of the year.

Dec. 2 Workshop. The trustees agreed that attendance by library staff would be voluntary, and that the library should remain open.

Substitute librarian position. The trustees accepted the job description and list of qualifications Lisa had prepared; she will be offering the position to Eleanor Pickens.

Cell phone usage policy. The trustees agreed to continue the current policy – asking patrons to be courteous to other patrons and refrain from usage.

Vacation request. The trustees approved Lisa's vacation request during the February school vacation week

Other. The trustees discussed what should be included in the next Town Crier article – the deadline is Nov. 30.

The meeting adjourned at 6:24 pm; the next meeting will be December 9 at 4:45 pm in the library.