



**Gilford Town Hall:** 47 Cherry Valley Rd., Gilford, NH  
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LIBRARY TRUSTEES – February 8th, 2017

GILFORD LIBRARY BOARD OF TRUSTEES  
Minutes of the February 8, 2017 Meeting

The meeting was called to order at 8:03 am. In attendance were Katherine Dormody, Kate Bishop Hamel, Jack Lacombe, Mike Marshall, and Diane Tinkham. Alexis Jackson was unable to attend. The Trustees met ½ hour earlier to accommodate Kate Hamel’s work schedule.

I. Minutes

The minutes of the January 2017 meeting were accepted and approved with minor edits.

II. Reports and Programs

A. Monthly Circulation

Circulation was up with books over media this month. New DVD circulation was up over 60% with regular DVDs down 20%. Attribute the increase with location of new DVDs and quick to go to when in library. Graphic novels continue to be a burgeoning segment of the circulation. Downloadables up over ebooks.

	<u>2017</u>	<u>2016</u>
Adult:	343	449
Teens:	62	71
Children:	407	363

B. Programs

We had to reschedule a number of programs due to inclement weather, showing a slight decrease overall. Our Bridge group has become smaller unfortunately due to recent deaths of two members. The book talks continue to show increases in programming, and this month in the Children’s numbers. There was a slight decrease in teen numbers over last year.

C. Volunteer Hours

Hours were down significantly due to last year’s shelving party that illustrated an increase in hours for that particular event.

D. Door Count

Counts were higher this year.

III. Old Business

A. HVAC

The pipe insulator and finished everything but the HVAC room. We also had a visit for preventive maintenance from ENE who changed the filters and created a log.

B. Trustee Filing Period

Betty Tidd has filed. Lisa Singh presented interest, but will be holding off until possibly next year.

C. Budget 2016

We returned approximately \$10K to the Town mostly from line items Wages & Benefits and some from Electricity and Heating.

D. Generator

Jack received an estimate from Hutchins Electric for \$94,015 which included 3 transfer switches for 3 circuits, 125kw CAT generator (diesel powered) and will also be sitting down with Chris Kelly (who applied for a FEMA grant). More details to follow.

E. Teen Room Carpeting

We've been having issues with teens respecting the signage to keep food and drink from staining the floors and making a mess. Continue to address lack of respect of our space.

IV. New Business

A. Slip and fall accident

We had an accident after our floor waxing that resulted in hip surgery for the individual. We reported to our insurance and a rep came to take pictures. King of Klean also provided a certificate of service.

B. Building and Grounds

Betsy has been working very well. She needs to alter her hours some to accommodate taking care of her husband which we will consider scheduling her during non-operating hours as her communication and work is much appreciated.

C. Computer Filtering

Jeff Twombly did some research and found a new company that filters by DNS and we did a trial month resulting in favorable results. The Trustees unanimously voted to have the entire Library network on this filtering systems.

V. Adjournment

The meeting was adjourned at 9:08am.

Next meeting will be on March 8<sup>th</sup> at 8am.

Respectfully Submitted,  
Kate Bishop Hamel