



**Gilford Town Hall:** 47 Cherry Valley Rd., Gilford, NH  
**Phone:** (603) 527-4700 **Fax:** (603) 527-4711

LIBRARY TRUSTEES – January 11, 2017

GILFORD LIBRARY BOARD OF TRUSTEES  
Minutes of the January 11, 2017 Meeting

The meeting was called to order at 8:08 am. In attendance were Katherine Dormody, Kate Bishop Hamel, Alexis Jackson, Jack Lacombe, Mike Marshall, and Diane Tinkham called in. The Trustees met ½ hour earlier to accommodate Kate Hamel’s work schedule.

I. Minutes

The minutes of the December 2016 meeting were accepted and approved.

II. Reports and Programs

A. Monthly Circulation

Circulation was down slightly over last December, but up 3% overall for the year. The weather and 2 early closings may have affected overall numbers. New borrowers was 558 overall, more than last 5 years. Increases in Wifi, downloadable and interlibrary loans. Programs

	<u>2017</u>	<u>2016</u>
Adult:	389	179
Teens:	43	32
Children:	389	179

We were not able to count the Line Dancers this year due to illness which may have contributed to overall numbers for December.

B. Volunteer Hours

Hours were up over last year as the Candlelight Stroll had an automated tracking system for volunteers this year, reflecting a more accurate count of volunteers for the event. The Candlelight Stroll Committee has decided not to have the event next year, so the numbers will be affected next year as a result of this change.

C. Door Count

Counts were lower this year.

III. Old Business

A. HVAC

Jack needs to follow up, as the insulator still has not been back since the initial work in November.

B. Annual Report

A collaborative approach was taken with the writing of the Annual Report with Katherine, Mark and Molly demonstrating the staff’s contributions to the benefits and growth of the Library and programs. See attached for report.

C. Teen Room Carpet

The carpet has been ordered, delivered and schedule to be installed on January 13<sup>th</sup>. Staff and volunteers will be available on 1/12 and 1/13 for unshelving/shelving the bookcases to accommodate the new carpet.

D. Budget 2017

Public Hearing is scheduled for January 12<sup>th</sup> @ 7pm and the Deliberative session is February 7<sup>th</sup> @ 7pm. The Budget Committee accepted the budget as proposed.

IV. New Business

A. 2017 Reading Challenge

The proposed challenge was presented and reviewed. A request will be made of the Friends of the Library to pay for the winning participant(s) for a \$25 gift card to a local restaurant (3 choices will be provided).

B. 2017 Staff Reading Challenge

Much enthusiasm has surfaced for the reading challenge that the staff wished to have a challenge of their own. Requests to the Friends for a winner will be presented on 1/12/17.

C. Handicap Parking Spaces

A request has been made to provide more spaces. The Trustees agreed to reviewing and will address again after review in the Spring after the snow has melted.

D. Friends of the Library Trustee Representation for 2017

January – Kate

February/March – Jack

April/May – Alexis

June/July/August – Diane

September/October – New Trustee

November/December – Mike

E. Trustee Filing Period

There have been a couple of individuals who have expressed interest in running for this year's vacant spot (vacated by Kate Bishop Hamel). Kate will follow up with them to learn of their interests and answer any questions they have prior to the filing period (end of January).

F. Non-Public Session

Trustees went into closed session to discuss personnel issue.

V. Adjournment

The meeting was adjourned at 9:28am.

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

Respectfully Submitted,  
Kate Bishop Hamel