



Gilford Town Hall: 47 Cherry Valley Rd., Gilford, NH
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Gilford Public Library Board of Trustees Minutes of the January 8, 2020 Meeting

The meeting was called to order at 1000 am. Attending: Betty Tidd, Katherine Dormody, Alexis Jackson, Jack Lacombe, Diane Tinkham and Mike Marshall

The minutes for the December meeting were reviewed and approved upon amendment to the Alarm Services section.

Reports

Circulation

Total circulation was 8,966 for the month of December, almost a four percent increase from last year. First time checkouts were down, but auto-renewals and large increases in e-circulation including audios and Hoopla brought the numbers up. The total number of items checked out in 2019 was 129,038. This number includes 82,759 first-time check outs, 9,738 renewals by phone or in the library, 9,637 online renewals, 5,013 auto-renewals and 1,378 interlibrary loans. In addition, there were 11,644 checkouts of digital materials including e-books, downloadable audios, and movies. The total circulation was up slightly from last year's number of 128,526. In 2019, we also signed up 425 new library accounts bringing our total current library cardholders to 6,598. The number of people coming in our doors in 2019 was just under 100,000 making us one of the busiest libraries per capita in New Hampshire.

Programs

Programs held in December were very successful. We received a mini-grant from the American Library Association for a program called Code Your Hero. We had three groups of kids and 20 adults for a total of 81 participants. One parent with coding background volunteered. Twenty laptops were borrowed from the school. Gingerbread House decorating was once again very popular with five different sessions and over 100 houses made!

Volunteers

59 people gave 428 hours. Lots of people stepped up and really helped with our Holiday programming. The Friends decorated the library. We also took on a major change in classification in the Children's Room and we had volunteers helping with this project, relabeling and organizing by type and subject.

Treasurer Report

The investment account gained \$6,300 in 2019.

Old Business

- A. Landscaping Contract - Belknap Landscaping agreed to a one-year contract within our budget.
- B. Candlelight Stroll – The rain storm was very heavy during the day, but tapered off enough to have the event. Total numbers were down, but an estimated 300-400 people attended, including several families that traveled from other communities. The Friends served Sally Bickford’s corn chowder and provided 12 dozen cookies. Those who attended all had positive comments.
- C. 2020 Budget – The public hearing is scheduled for January 16 and the deliberative session for February 6. Both are at 7:00 pm.

New Business

- A. Annual Report – Katherine’s draft was approved. As always the information provided is gratifying. Thanks to Katherine and the staff for consistently providing service to Gilford!
- B. Hoopla – Hoopla is a per use service to users. Our 2019 budget allocated \$330 per month and we are now consistently hitting this. The allocation for 2020 is \$375 and we will cap it at that.
- C. Building Leak - before Candlelight Stroll, water was coming through roof by the front dormer. Our insurance company has been called, but since it has snowed we put off inspecting where the leak is.
- D. Holiday Schedule – We reviewed the town schedule. The following are is the holiday schedule for 2020. Closed:

January 20
February 17
May 23 & 25
July 4
September 5&7
October 12
November 11
November 26 & 27
December 24 & 25
December 31

- E. Job Description Updates – We reviewed and approved the children’s librarian and adult service library job descriptions.
- F. Change of Status – We discussed K. Thomas’ review and approved the increase.
- G. Proposed a slate of officers and approved as follows:
Betty Tidd, Chair/President
Mike Marshall, Treasurer

Alexis Jackson, Secretary

The meeting was adjourned at 1140. The next meeting will be at 10:00 am on February 12, 2020.

Respectfully submitted:

Alexis Jackson