

GILFORD PUBLIC LIBRARY TRUSTEES
MINUTES OF February 12, 2008

PRESENT: Katherine Dormody, Robert Kammeraad, Polly Sanfacon and Tracey Petrozzi.

Meeting was called to order at 8:42 a.m.

MINUTES: The minutes of January 2008 were accepted as written. Polly Sanfacon made the motion, seconded by Robert Kammeraad.

REPORTS: Volunteer hours were up from last January. There was a slight increase in circulation during the month of January over last year's numbers. The Itemized Categories Report was reviewed; no questions.

PROGRAMS: New curriculum was introduced for our patrons under the age of three years old. This curriculum, "Baby Garden", was designed by librarians for librarians. We are the first library in New Hampshire to try this new program out. We have held two so far. It has been well received.

This program replaces "Baby Lap". We continue to provide "Storytime" as well for our three to five year old population.

Also added was the "Brown Bag Book Discussion". This is the daytime equivalent of the evening book group, to hold on the same day.

The library recently upgraded its website, so we are now an "Accessible Website". Our Website is now rated as accessible to users with disabilities.

Please note the menu is different.

NEW BUILDING UPDATE: Committee is presently working on the details of the interior design. Discussions regarding lock placement and signage are on-going. Meetings have been held, and are on-going, with Mike Bordeaux of the NH Correctional System concerning the design of all the new shelving, some vented/some non-vented, bracing issues, and the design of the circulation desk.

There was discussion of the recent on-site theft. All materials and tools are now being locked in the new building. The library's insurance deductible is \$2500.00.

NEW BUILDING BUDGET: The budget is now down to a bare bones budget to complete construction in order to narrow the gap between pledges and total project cost. The committee may take out another \$40,000.00 earmarked for landscaping to cut costs. Some discussion was centered on various moving

options to also help reduce expenses.
Bottom line is we need to raise more money.

FRIENDS OF THE LIBRARY UPDATE: Kate Hamel is now on-board as the Friends' part-time paid professional fundraiser. A new grant writer, Sue Cutillo, is also on-board. Concerns were raised regarding long-term fundraising efforts. Since the first of the year, new pledge commitments and cash totaling \$15,425.00 have been received. Several weeks ago, mailings went out to 400 library patrons as part of the Annual Pledge drive.

OTHER DISCUSSION: PLA is coming up in March. This year it is being hosted in Minneapolis. Four staff members are attending; Katherine, Betty, Jesse and Tasha.

Need to think about guidelines for the new library's meeting room. Local groups and organizations have already begun to express an interest in booking usage.

Next meeting date: Tuesday, March 11, 2008, at 8:30 a.m.

Meeting adjourned at 9:34 a.m. Motion to adjourn made by Polly Sanfacon, seconded by Robert Kammeraad.

Respectfully submitted,

Tracey Petrozzi, Trustee