

GILFORD PUBLIC LIBRARY TRUSTEES
MINUTES OF March 11, 2008

PRESENT: Bill Seed, Polly Sanfacon, Robert Kammeraad, Katherine Dormody, Weldon Boswell and Daryl Thompson.

Chairman Robert Kammeraad called the meeting to order at 11.30.

MINUTES: The minutes of February 2008 were accepted as circulated.

PERSONNEL: Katherine recommended Tasha be hired as *Children's Librarian*. The board agreed. The *Library Assistant* position will be posted in all three papers. Katherine will work with Tasha to set a goal for her educational qualifications.

REPORTS AND PROGRAMS: Actual circulation details were reviewed and we noted that although books are still the number one item checked out, large print books are way up, as well as DVDs. There was a 9% increase in circulation in February, over February of last year. Volunteer hours are also up. Online renewals have increased 82% over last year.

Katherine reported that the staff has been very busy. The new daytime book discussion group- the *Brown Bag Book Discussion*- has attracted large numbers (14 last month) and at least as many attended the evening discussion. The staff will start decreasing the number of programs, to focus on the move to the new library. We discussed the move and the fact that the library will have to be shut down until the move is completed.

Katherine noted that the **Public Library Association (PLA)** conference is coming up the last week in March. The *Friends* are sending four staff members this year. Anita and Cory will be left behind to staff the library, with the help of Tracy and Kate and our volunteers. Hours will be cut back while the library is short-staffed and will be open from 10 to 6.

CONSTRUCTION BUDGET: We discussed the *New Building Construction Costs*. We have paid a total of \$1,618,159 to date. We reviewed the *Unpaid Pledges* report and the *Campaign Summary*. Bill feels there is an opportunity to go to banks to bridge the gap. Katherine is looking into dissolving two trust funds, the *Remick Fund* and the *Helen Howe Memorial Fund*; the proceeds will go to the new library project.

FRIENDS OF THE LIBRARY UPDATE: Steve Geer has agreed to go on as treasurer of the *Friends of the Library*. Steve is a CPA; he did the IRS return this year, which was much more involved than before, due to form 990. He is also transferring the records to *Quick Books*, bringing stability to the bookkeeping. *The Friends* have also applied for a grant through the *NH Charitable Trust* which would allow Kate to stay on longer than the six months. Kate's position is working out well. There is a push to attract new members. *The Friends* will have a table at an upcoming event –a Children's Fair- for membership awareness, with hopes of recruiting new members.

NEXT MEETING DATE: Our next meeting is scheduled for Tuesday, April 8, at 8:30 AM.

ADJOURN: The meeting was adjourned at -----12:40.

Respectfully submitted,
Daryl Thompson, Secretary