

**GILFORD PUBLIC LIBRARY TRUSTEES
MINUTES of 8/22/08**

Present:

The first Board of Trustees meeting in the brand new library was called to order at 9:09 by Chairman Robert Kammeraad. Polly Sanfacon, Robert Kammeraad, Weldon Bosworth, Katherine Dormody, Tracey Petrozzi and Daryl Thompson were present.

Minutes

The minutes of July 2008 were accepted as circulated.

Budget 2009

The proposed 2009 budget developed by Katherine was discussed and approved unanimously.

Meeting Room Policy

Katherine presented and discussed the policy for use of the meeting room in the new library. Various aspects of the policy were discussed including differential charges for “for profit” entities versus not for profit entities and local organizations. Minor changes were made and it was approved unanimously.

Director Evaluation

The board discussed Katherine’s performance review unanimously agreed she had done an outstanding job this year. Her performance evaluation form will be completed by Robert and an accompanying letter of commendation will be prepared by Polly.

Reports

Circulation over 13,000 in July. Opening day 1500 items were checked out and many new cards issued. The “people counter” will need to be adjusted for the new library.
Volunteer hours – greatly increased due to preparation for move.
Downloadable books – very popular. Corey is training people to do this.
Nothing of note in financial overview. We are on target with budget.

Staffing/Hours

Closing of the building takes longer necessitates staff staying later. Discussion regarding closing earlier, comp time. No decision reached.

Construction Update/punchlist – wrapping up little things. Discussion regarding who is going to pay for the damage to alarm box caused by installation of donor wall. Final bill not to be paid until this is resolved.

Next Meeting Date:

Our next meeting is scheduled for Tuesday September 9 at 8:30 AM.

Adjourn:

The meeting was adjourned at 10:30.

Respectfully submitted,

Secretary