

GILFORD LIBRARY BOARD OF TRUSTEES
Minutes of April 7, 2009 Meeting

The meeting was called to order by Chairperson Polly Sanfacon at 8:30 AM. Polly Sanfacon, Tracey Petrozzi, Katherine Dormody and Jack Lacombe in attendance. Absent were Robert Kammeraad and Weldon Bosworth.

I. Minutes

- a. Meeting Minutes for the March 10, 2009 meeting were approved.

II. Reports/Programs

- a. Weldon requested that the data submitted monthly by the Director in tabular form be graphed and accompanied with an Executive Summary. Two trial graph formats were presented of the first quarter circulation for the Board's review and comments. It was decided that Weldon would meet with Katherine and assist in preparation of graphs and Executive Summary for the next meeting.
- b. Katherine reviewed the monthly reports for March, 2009.

III. Old Business

- a. The week of April 12, 2009 is National Library Week. Special events are planned for each day.
- b. The week of April 19, 2009 is National Volunteer Week. A tea will be held on April 23rd for the library volunteers from 3:30 to 5:00 PM. Invitations have been sent out.
- c. "Check out an Expert" for computer training started on Thursday from 3:00 to 4:00 PM. Three people attended.
- d. The Library bought a job separator for the new copier to help separate coping jobs from computer printing.
- e. Personnel - There has been a good transition from Tasha to Jessie for the children's librarian position. Lura will commence her maternity leave on May 5th. She will utilize her remaining vacation and sick leave. She plans to be gone for 12 weeks. Her time will be split between 2 to 3 part time employees. Tracey made the motion to authorize Katherine to adopt a workable plan to replace Lura. Polly second the motion. The motion passed unanimously.
- f. Short Loan Books appear to be working successfully.

IV. New Business

- a. The Friends of the Gilford Public Library Strategic Plan prepared by Kate Hamel was distributed to the Trustees for their review. It will be submitted to the Friends for discussion at their next meeting.
- b. The NHLA Annual Conference will be held on May 19 and 20, 2009. Jessie, Betty and Katherine plan to attend.
- c. Diane, the CAP Volunteer's time is up. Katherine will contact CAP to see if they will fund another volunteer.
- d. The existing music case is full and the library will need to purchase a second case. The case will cost approximately \$1,000.00. The Library will utilize money from the gift account.
- e. Jessie is presently working on setting up summer reading programs. This year's theme is "Summer and the Reading is Easy".

f. The library is looking into setting up a Face Book for the library.

The meeting was adjourned at 10:00 AM. The next meeting will be May 12, 2009 at 8:30 AM.

Respectfully submitted by Jack Lacombe, Sec. ProTem