

GILFORD LIBRARY BOARD OF TRUSTEES
Minutes of May 12, 2009 Meeting

The meeting was called to order by Chairperson Polly Sanfacon at 8:40 AM. Polly Sanfacon, Tracey Petrozzi, Katherine Dormody, Jack Lacombe, Robert Kammeraad and Weldon Bosworth in attendance.

I. Minutes

- a. Meeting Minutes for the April 7, 2009 meeting were approved.

II. Reports/Programs

- a. Katherine reviewed the various monthly reports for April, 2009.
- b. Weldon and Katherine had met previously to discuss presentation of data for the Board. Two sample graphs were given to the members. Concern was expressed about the amount of time required to create these graphs. Weldon will continue to work with Katherine to find ways to automate the process.
- c. It was noted that the overdue policy is still working quite well. The number of notices needing to be mailed has decreased, thus decreasing costs.
- d. Children's book circulation has increased.
- e. Katherine is working on switching the library telephone service from Fairpoint Communications to another vendor. Fairpoint is making it difficult.
- f. Meeting Room – when the work on the church next door is completed, some groups who had utilized the library meeting room will be moving to the church facility. This will free up our meeting room for others
- g. Katherine pointed out that the library traffic count correlates to the circulation figures.
- h. The "Teen Reading Buffet" is being held again this summer
- i. Summer reading programs for children, teens, and adults will be held this summer. The library received donations for these programs from Meredith Village Savings Bank (\$500), and from the Friends of the Gilford Public Library (\$1,000). Because of a new "no flyers" policy being instituted by the Gilford Public Schools, we will have to find other ways to notify students and parents about the reading programs. Katherine will attend the Selectmen's meeting when the "no flyer" policy is discussed.

III. Old Business

- a. As Kate Hamel was unable to attend the Trustee meeting today, she will present the Friends' strategic plan next month. There was some discussion about the relationship between the library and the Friends organization. It was pointed out that some people believe that when they give money to the Friends, it automatically goes to the library, which is not necessarily the case.
- b. National Volunteer Week – the activities surrounding National Volunteer Week were well attended and the week was considered a success.
- c. The library is participating in the "Reads to Go" program, whereby multiple libraries prepare book bags to assist in various book club activities.
- d. Building – many of the concrete pavers in the amphitheater are crumbling. Brad Thompson, the donor, is investigating the cause and looking for a solution. The operation of the HVAC system is still being fine-tuned. The security system is still giving some false alarms.

Jack is working with the electrician to get the system installers to take care of the problem, as they were one of the electrician's subcontractors. One of the shelves in the children's reading room has collapsed. Weldon asked about the requested bike racks. Katherine has spoken to Sheldon Morgan about it already.

IV. New Business

- a. Katherine has drafted a letter to the Trustees of the Trust Funds, requesting that the remaining balance left from the library Capital Reserve Fund be transferred to the library. The amount of \$10,660.03 would be allocated for the addition of handicapped door openers, and to complete a wall between the vestibule and reading room. Any remaining funds would be applied to an outstanding loan taken out for the completion of the new library. Weldon moved that if the request is granted, the work should commence as outlined above. Tracey seconded the motion.
- b. Auditors will be in town to review the various town departments' records beginning Monday, May 18.
- c. Personnel – Lura has had her baby. Holly Raus has begun working approximately 25 hours per week. Jean Clarke will be picking up the balance of Lura's hours during her absence.

The meeting was adjourned at 9:55 AM. The next meeting will be June 9, 2009 at 8:30 AM.

Respectfully submitted by Robert Kammeraad, Sec.