

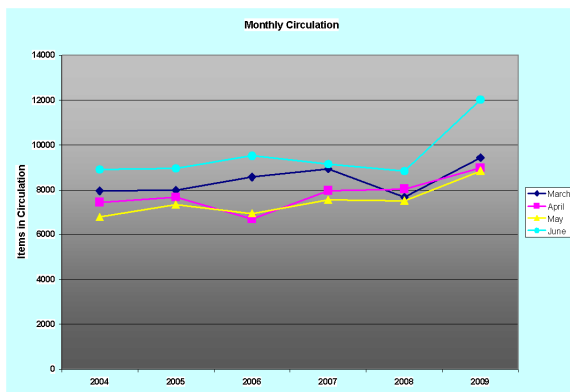
**GILFORD LIBRARY BOARD OF TRUSTEES**  
**Minutes of July 7, 2009 Meeting**

The meeting was called to order by Chairperson Polly Sanfacon at 8:37 AM. In attendance were Polly Sanfacon, Katherine Dormody, Jack Lacombe, Robert Kammeraad and Weldon Bosworth. Tracey Petrozzi was absent.

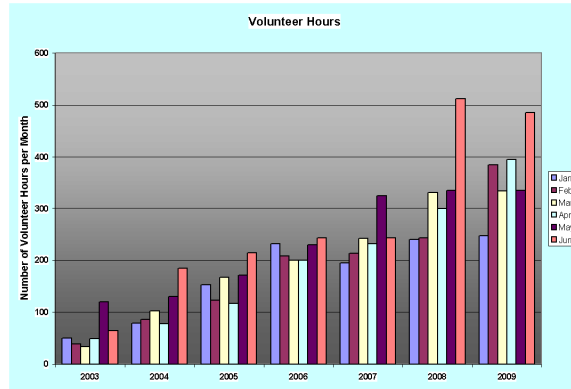
**I Minutes**

Meeting Minutes for the June, 2009 meeting were approved.

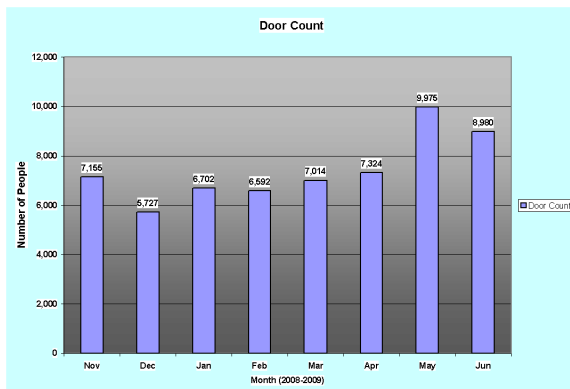
**I Reports/Programs**



- a Monthly Circulation - A June record of 12,028 items circulated was reached. This is a 36% increase over last June and probably the largest percentage increase that we've ever experienced. Factors that contributed to this include the new library, the economy, and the weather. We've seen many new people and people that we've not seen in years. There were 61 new cards issued.
  - b Programs - Summer Reading Programs - we just completed the first week and have over 200 kids participating and approximately 60 teens and 60 adults.
  - c The response to Mah Jong was fantastic! We purchased one game and square tables to accommodate this program.
  - d We ended story times the first week of June to prepare for the summer reading programs. The programs began on the 29<sup>th</sup> with a fantastic first week. We have had approximately 500 people every day and 800 items going out daily.
- We put out 3 summer reading brochures for children, teens, and adults – Katherine provided copies.



- e Volunteer Hours - A little down from last year since we had so many people helping with our collection getting it ready to move in June of last year. It is still many hours, close to 500.



- f Door Counts - May looks high because there was an extra week in the month.
- g Town Budget Appropriated Report - Major expenditures for June include computers, books, and the opening program for the Summer Reading Programs for children.
- g Other expenditures in June include DVDs for upstairs, summer reading prizes, a computer, supplies for the children’s room, and new tables for the meeting room for Maj Jong. Overall income for the month was up \$1230.26 mostly due to the NHHC grant of \$750.
- h A comment from last month was to summarize “fines” by month – Katherine provided that data. She also ran a comparison report from 2008 and we have taken in almost \$900 more in the same period for 2009.

**I Old Business**

- a Building Issues - Door openers due to go in on the week of the 13th.
- a CCI has a labor crisis right now so they did not get to the wall. Right now it is scheduled to go in the week of the 27th. Building Committee meets on 7/7 and will follow up with amphitheatre problem.
- a Security System - BK Security has sent technicians on two occasions to investigate

the cause of the false alarms.~ After the first visit the alarm was set two nights and there were two false alarms - Katherine's office and the kitchen. On the second visit, Friday June 5, 2009,~the technician disconnected the motion detectors in Katherine's office and the kitchen. He recommended not disconnecting the teen room due to the location and equipment in that room but he did warn against having standing books with pages that could flutter and set off alarm. Sure enough, another false alarm was recorded and so the books have been taken down.

- a Geothermal- still resolving a few issues.
- a Telephone - new lines were switched to One Communications. Fairpoint did not let One Communications know when the switch was going to take place and therefore when it was going on, the first indication we had was the police calling us for alarms. Katherine called the security system people and they ended up coming out and testing the lines.

Personnel – the Trustees voted in favor of a 2-week extension of unpaid leave for Lura.

- c Computers - New computers are up and running and have helped cut down the lines. We now have 8 computers in the main area.

## I **New Business**

- a Friends of the Library - Kate was present to review and explain the Friends of the Library Strategic Plan.
  - b Review of Old Home Day Plans - Kate mentioned that it would be nice to have the Old Home Day shuttle include stops at the library, at least until 2:00 p.m. The Trustees suggested she speak to Herb Green about arranging that.
- New Bookmarks made - for summer reading lists and for Friends Bookworm store
- d Policies - new petty cash and credit card policies were discussed. It was decided to continue the discussion regarding credit cards at the next meeting.
  - e Budget 2010 - At the next meeting a preliminary Budget for 2010 will need to be presented.
  - f Director Review - Katherine will complete a document and give it to the Trustees before the next meeting.
  - g Automation System - our main contact for the automation system is retiring on July 30 and due to budget problems at the State Library, they are not replacing him. This could present difficulties in the future so Katherine is working on getting answers on support and maintenance of our system.
  - h Donations - donations of books have been fast and furious. We received over 50 boxes of books from one donor. Many have been added, many sold on Amazon, and many more will be at the book sale on Old Home Day.
- Tile Wall - GES has created tiles for our Children's Room. We are just now getting the first ones in and they will be displayed on the walls when you first walk into the Children's Room. We will open this up to the general public hopefully by Old Home Day.

The meeting was adjourned at 10:05 AM. The next meeting will be Aug. 11, 2009 at 8:30 AM.

Respectfully submitted by Robert Kammeraad, Sec.