

GILFORD LIBRARY BOARD OF TRUSTEES

Minutes of February 8, 2011 Meeting

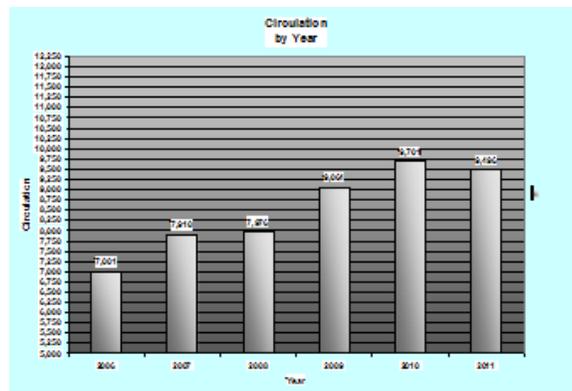
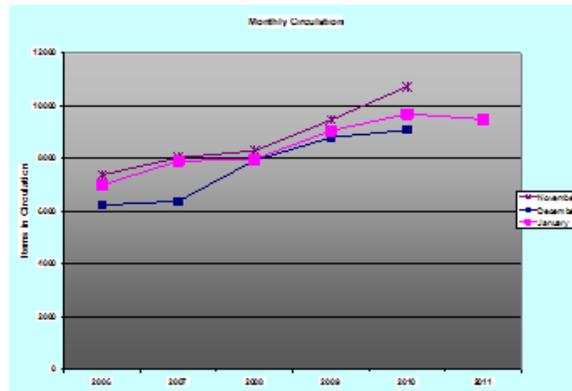
The meeting was called to order at 8:36 A.M. In attendance were Katherine Dormody, Robert Kammeraad, Jack Lacombe, Weldon Bosworth and Steve Geer. Susan Cutillo who was appointed to take Tracey Petrozzi's place on the Board was absent.

Minutes

The minutes for the January 2011 meeting were approved.

I. Reports and Programs

A. Monthly Circulation



Circulation was up 4% from last month but down 3% from last January. The weather contributed to this decrease with major snowstorms forcing us to close early on multiple days. Most of the decrease was from the Children’s Room where our programs also experienced low numbers.

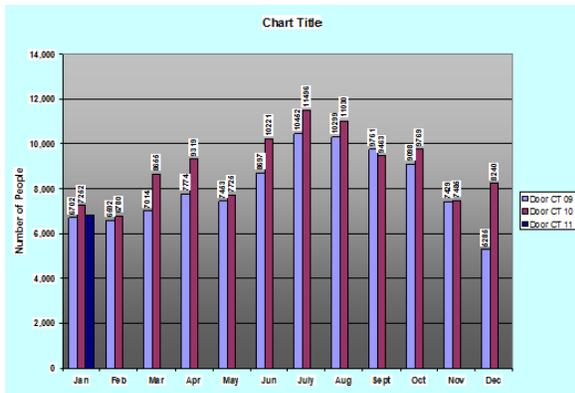
B. Programs-

Children’s program numbers are low this month due to the storms we have had. Meeting Room usage also low because of the large numbers of cancellations. Philosophy club has continued with at least half a dozen people on a weekly basis. Shaping memory had a big response and we had a large waiting list so we opened another class on Fridays. A fishing program is scheduled for the end of this month- the 22nd at 6:30

C. Volunteer Hours

Volunteer hours are up over last year. One volunteer has been spending a lot of time in the Children’s Room but is now looking for a job. Other shelvees that have gone through training have filled in weekly time slots.

D. Door Counts



Door counts are down over last January but up from 2008 following the pattern in circulation.

II. Old Business

- A. Automation System - The problem with it “timing out” program was fixed.
- B. The annual Treasurer’s report re: Non-appropriated funds was reviewed and discussed. There were no apparent issues.
- C. Budget – The deliberative session is tonite. No issues with the library budget are anticipated.
- D. Cataloging Project- Starting with books on cooking.

III. New Business

- Spring Newsletter- The library and Friends of the Library are collaborating to send out mailings to library patrons.
 - Evaluations- Selectmen have new procedures re: performance reviews and documentation. There was a brief discussion about the responsibility and authority of the Town and the Trustees regarding same. The Trustees decided to review these recommended procedures at the next meeting.
 - Social Media Policy- Selectmen are considering a new policy to cover use of social media. The policy was discussed and it was generally decided that the library could make general use of this policy.
 - Trust Letter- Requesting monies from Trustees of Trusts. This will be prepared for next meeting review.
- Personnel- Tracey Petrozzi has joined the staff of the library as Circulation Librarian doing interlibrary loans. There will be a farewell tea for Anita on Friday, the 11th at 5PM.

IV. Adjournment

Upon a motion the meeting was adjourned at 9:25. The next meeting will be March 8, 2011 @ 8:30 a.m.

Respectfully Submitted,

Weldon Bosworth, Secretary