

LIBRARY TRUSTEES – JULY 12, 2011

GILFORD LIBRARY BOARD OF TRUSTEES

The meeting was called to order at 8:35 a.m. In attendance were Katherine Dormody, Robert Kammeraad, Steven Geer, Sue Cutillo, and Kate Hamel. Jack Lacombe was absent.

I. Minutes

The minutes for the June 2011 meeting were approved.

II. Reports

A Monthly Circulation

Circulation was down, due to the holiday closing and one less day open.

B Programs

Summer Reading Programs have begun and have been enthusiastically attended.

C Volunteer Hours

Volunteer hours are up this year. We have limited the age of helpers to 12 years old, following the best practices for using volunteers in libraries in New Hampshire.

D Door Counts

Door count is up over last month, although down over last June.

E Budget

The Budget is right on target with 50% expended.

II. Old Business

A Summer Reading Program

Summer Reading Programs have been enthusiastically attended. Water Country donated 100 tickets for free admission and the Library is offering them to the first 100 people to get halfway through the Summer Reading Program, and drawings have been offered for participating in other programs, including two drawings for Santa's Village for the Paul Warnick program.

B Moving Collections

Moving collections is still a work-in-progress and a big undertaking. In an effort to keep the Library current, every book has been moved at least once, cleaning up the shelves and making it look nice. It is heavy work, which limits the use of volunteers.

C Friends – Old Home Day

Steve Geer attended the June meeting of the Friends. (Sue Cutillo is scheduled to attend the July meeting.) Sandy and her daughter are in charge of running the Book Sale and the Pie & Ice Cream Sale, and will need help on Old Home Day. No one has been showing up for Sorting Days and Dana is doing the Cart.

D Twitter

The Library has begun to use text messages to send out Event reminders. This allows the Library to be able to offer an additional media option and represents another way to reach out to people.

E Landscaping

Reminder: that the Land Contract is coming up. It was noted that 3-4 slate tiles in the front walkway of the Library are coming apart, and could represent a tripping hazard. The Board observed the tiles and determined that Katherine should get an estimate for their repair. It was decided that Jack Lacombe should contact Hayden to explore the problem and request an estimate for repair. Katherine will call Jack to tell him.

III. New Business

A B-Day Party

The Friends approved the 3rd Birthday Party for the building to celebrate the donors, to be held on Thursday, August 18, 2011 from 6-7 pm. Cake will be served all day in the Library. A private reception with wine (from the Stonegate Winery) & cheese for donors will be held in the evening. Trustees should attend the evening celebration to serve wine and greet donors. A piano player (from the summer program) will provide music. Jessie is helping to put together a PowerPoint. Katherine will send invitations to all donors (about 20 couples) and trustees. Sue Dutton is in charge of the appetizers. (Do the Friends need help with these?)

B Selectmen

There is a Selectmen Meeting tomorrow at 7pm at Town Hall. Steve Geer will attend. Katherine will discuss Library Programs, Extend Invitation to 3rd Birthday Party, Old Home

Day, Twitter, Moving Collections.

C New Personnel Policy Book

A new Personnel Policy Book is in effect, with the new Pay Scale effective as of 1/1/2012. Updated copies were given to Robert, and placed in the Library. (Sue and Kate have updated copies.)

VI. Adjournment

The meeting was adjourned at 9:22 a.m. The next meeting will be August 9, 2011 at 8:30 a.m

Respectfully Submitted,

Sue Cutillo, Co-Secretary