

GILFORD LIBRARY BOARD OF TRUSTEES
Minutes of the September 11, 2012 Meeting

The meeting was called to order at 8:32 a.m. In attendance were Katherine Dormody, Kate Bishop Hamel, Steve Geer, Daryl Thompson and Jack Lacombe (by telephone).

I. Minutes

The minutes of the August 2012 meeting were accepted and approved.

II. Reports and Programs

A Monthly Circulation

Circulation was up 4% over last year, with an increase in computer usage and summer resident usage. Requests and over dues were also higher than last year.

B Programs

The Summer Reading program was excellent this year with a 300% increase with the Adult Program, with over 250 adults participating!

C Volunteer Hours

We had some great summer shelvers this year. There will be a recognition dinner for the shelvers and the Old Home Day volunteers on September 19th @5:30p.m.

D Door Counts

The door counts are pretty level from previous years.

E Budget

We purchased 250 calendars to have available for sale at the Library for \$15/each.

III. Old Business

A Budget 2013

Scott Dunn attended the meeting to review the first draft of the proposed budget. Minor changes were made (change Continuing Education to Professional Development, determine if there are potential funds available in the Library Fund to cover defibrillator

costs and moving carpet cleaning from Custodial Services and put under Building Maintenance, thus eliminating Custodial Services in the Library budget) and will be updated accordingly for review on September 18, 2012 at 3:30 p.m. These minor changes reflect a 3.5% increase vs. 3.7% as reflected in the preliminary draft.

B RFP for Plumbing & HVAC Services

Sheldon Morgan and Scott Dunn reviewed the RFP's and have chosen Denron.

C Carpet Cleaning

King of Klean cleaned the carpets on Sunday and we are very happy with the results.

IV. New Business

A Policy Changes

We reviewed the Overdue and Customer Service Policies. Daryl made a motion to accept the policies and Jack seconded. An updated organizational chart and listing of staff was also distributed.

B GVK Land Purchase

Scott shared that Gilford Village Knolls should be closing on the property next week and a deed has been drafted and legal review is underway. Scott felt that the transfer of funds may require a public hearing, but discussed with attorney that the warrant article reflects that transfer to occur.

C Computer Purchase

Katherine will be purchasing 3 new computers to replace 3 in the adult computer area.

D New this Fall

Several new programs are planned including a Lego Club (Elementary age group), Teen Book Discussion, and SAT Test Preparation Classes (grant funded through NHEAF - \$10 deposit/refundable after completing class). Bridge Club, Crafters Corners and Conversational French are also back for the Fall window.

E Abi Maxwell

Abi's book, "Lake People" will be available on Amazon (available February 2013, but can be preordered now!

F Library of the Year Award

The New Hampshire Library Trustee Association has awarded the Gilford Library with the 2012 Library of the Year Award and Adele Knight, President of the NHLTA Board will be at our Library on September 28, 2012 at 11am to present the award to the Trustees and the Library. Refreshments will be provided and the Board of Selectman and local press will be invited.

V. Adjournment

The meeting was adjourned at 10:00 a.m.

Respectfully Submitted,
Kate Bishop Hamel, Co-Secretary