

HILL PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF THE MEETING
APRIL 11, 2017

The meeting was called to order by Kathy Kelley, Chairperson, at 2:33 pm.
In attendance were Kathy Kelley, Chair; Sandy Boyce, Treasurer; Barbara Libby, Secretary; and Lynn Christopher, Library Director.

Secretary's Report of Copies of the March 7 Minutes were distributed and reviewed. Amendments to the report were: 1) Circulation numbers omitted; 2) Clarification of Alternate Trustee Request stated; and 3) the typographical error for the date of the April meeting changed to April 11. Barbara moved to accept the report with the amendments, Sandy seconded, the motion passed.

Treasurer's Report Copies of the reports of activity and financial balances were distributed and reviewed. Barbara moved to accept the presented reports; Sandy seconded; the motion passed.

Librarian's Report

For the month of March, 2017

Open Days	21	
Attendance	448	
Circulation	254	
Inter-library Loans	13 Borrowed	12 Loaned
Computer Users	36 Users	27 Adults
Downloadable Books	57	
Website Visits	126	

Sandy moved to accept the report; Barbara seconded; the motion passed.

OLD BUSINESS

TRAINING: At the end of the meeting, Lynn went over card files, date stamp, and check-out process with the members of the Board.

Book and Bake Sale:

Set-up date set as May 4, Members who are able will arrive at 4 PM

Date set as May 5, all day; and May 6, 10 - 2

Prices set as Hardcover, \$.50; Paperback, \$.25; Children's Books, \$.10 on Friday
\$3.00 Fill the Bag sale on Saturday; we supply the bags

Disposal of remaining books set as Book deposit in Planet Earth receptacle at the Hill Village Store at end of sale.

Promotion was set as: Sandy will prepare an 8 X 11 poster, email it to each of us for member's distribution at grocery store, convenience store, and other boards.

Barbara will contact area papers with Calendars of Events to attempt to place notices for publication.

Alternate Trustee Status:

Sandy reported that the Select Board is in receipt of our letter requesting Joan Machado serve as alternate. We have yet to receive notice of their decision.

Library Road Sign

Sandy will change sign to announce the Book Sale after Easter.

Budget Considerations

Sandy presented a "Working Budget Proposal." The Board Reviewed the numbers, adjusted to the Town Appropriation; Barbara moved to use this proposal, Kathy seconded, the motion passed. The Board asked Lynn to attempt to level out the book purchases to similar monthly expenditures and post those new arrivals monthly.

NEW BUSINESS

Trustees Conference and Session Selection:

Due to the change in the date of the NHLTA Conference, Sandy will be unable to attend. Kathy and Barbara will attend and have chosen to participate in separate sessions to maximize informational impact. Barbara will submit registrations and attempt to procure scholarship money to pay for that attendance.

Sandy reported that she has researched the Addison Fund within past meeting minutes and beyond. She determined that there were no stipulations on where the monies could be spent within the library, only that the amount in the Fund not drop below \$1,000. She continues to search for documents on the Lane Fund.

The next scheduled meeting for the Board of Trustees is May 2, 2017, at 2:30 pm at the Hill Public Library.

Barbara moved to adjourn the meeting; Sandy seconded; the meeting was adjourned by Kathy at 3:33 pm.

Respectfully submitted
Barbara P. Libby, Secretary
Hill Public Library
Board of Trustees