

HILL PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF THE MEETING
FEBRUARY 6, 2018

The meeting was called to order by Kathy Kelley, Chairperson, at 2:30 PM.

In attendance were: Kathy Kelley, Chairperson; Barbara Libby, Secretary; Sandy Boyce, Treasurer; and Lynn Christopher, Library Director.

The **secretary's report** was distributed and reviewed. Sandy Boyce moved to accept the minutes of the December 5, 2017, meeting as presented; Kathy Kelley seconded; the motion carried.

The **treasurer's reports** were presented:

2017 Financial Report as it will appear in the Town Report,
the Itemized Expense Report as presented to the Budget Committee,
and the Expenditure and Balances Report for January, 2018.

Sandy noted that the Expenditures were precisely on target with the Budget that we had prepared for 2017. Kathy Kelley moved to accept the reports; Barbara Libby seconded; so moved.

The **librarian's reports** for December and January were as follows:

	December		January
Open Days	not reported		16
Patron Count	474		242
Computer Use	16 Users	15 Adults	12 Users 12 Adults
Circulation	198		195
Downloadable Books			
	48		49
InterLibrary Loans			
	4 Borrowed	5 Loaned	12 Borrowed 5 Loaned
Website Visits	116		123

Lynn noted that the State Library Server Software has crashed. All InterLibrary Loans borrowing and loans are currently being done via phone and texts. Callers are going to the bigger libraries first which has affected the number of transactions. Sandy Boyce moved to accept the reports; Barbara Libby seconded; the motion passed.

Lynn provided the copy of the annual library report as it will appear in the Town Report
Sandy Boyce requested Patron Numbers per day be added to the information Lynn provides;
this is a question the the Budget Committee asks each year.

OLD BUSINESS

- No new shipment from the Library of Congress Surplus Books program has been received. Sandy Boyce will check with her contacts to determine if we need to take an additional step to receive these books regularly. Lynn reported that these free books have been going out well.
- Joan Machado is listed as Alternate Trustee. The Secretary will enquire whether she wishes to continue.

NEW BUSINESS

- NHLTA 2018 Spring Conference will be held 5/14 on Radisson in Manchester. The date is a Monday making it a conflict with Lynn's JDBS student day.
- NHLTA Orientation Workshop is 4/28 in Hooksett.
- NHLTA Spring Regional Meetings will be held in several locations; the nearest is Holderness.
- McKay Scholarships were due February 1. It may be worth the effort to see if they will accept an application late.
- Dewey's Coffee Café is scheduled to restart on March 20. Lynn is organizing for a Seed Swap and Gardening Theme.
- Lynn reported that the Friends of the Library Baby Book Presentation is scheduled for 4/20 at 10 AM. Bryce and Lang, Juggler, will perform for the children. They are also planning a Book and Bake Sale for 5/19 (Saturday) from 10 to 2.

The next meeting is scheduled for March 6, 2018, at 2:30 PM.

There being no more business, Sandy Boyce moved to adjourn the meeting. Barbara Libby seconded the motion. Kathy Kelley adjourned the meeting at 3:17 PM.

Respectfully submitted,

Barbara P. Libby
Secretary
Hill Public Library
Board of Trustees