

HILL PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE MEETING  
JUNE 13, 2017

The meeting was called to order by Kathy Kelley, Chairperson, at 2:38 PM at the Hill Public Library. In attendance were Kathy Kelley, Chairperson; Sandy Boyce, Treasurer; Barbara Libby, Secretary; Lynn Christopher, Library Director; and Joan Machado, Alternate Trustee.

**Secretary's Report.** Copies of the Minutes of the May 2, 2017, Meeting were distributed and reviewed. Sandy Boyce moved to accept the minutes as printed; Kathy Kelley seconded the motion; the minutes were accepted.

**Treasurer's Report.** Copies of the May report of activity and financial balances were distributed and reviewed. Barbara Libby moved to accept the reports as printed; Kathy Kelley seconded; the report was accepted.

**Librarian's Report.**

**May 2017**

Open Days	22		
Patron Visits	470		
Circulation	273		
Computer Usage	38 Users		26 Adult Users
Inter-Library Loans	9 Loaned		6 Borrowed
Downloadable Books	61		
Website Visits	145		

Barbara Libby Moved to accept the Library Director's Report; Sandy Boyce seconded; the motion passed.

**Old Business**

Lynn's Payroll discrepancy has been resolved.

The copier part arrived and was picked up yesterday, installed today.

The library use forms are a work in progress.

Sandy reported that the Book Sale generated \$91.10. The Bake Sale generated \$98.00 for the Friends.

**New Business**

Residual books from the book sale will be sorted by the Trustees on Monday, June 19 at 10 AM. Those deemed unsaleable will be donated to Rolling Thunder. The balance will be consolidated for a sale to coincide with the combined Fundraiser of the Friends of the Library and Parks and Recreation group, which Lynn and Barbara reported on. (They plan a Chicken BBQ and concert at the Gazebo. The meal will be served at 5PM on July 29; the band will play from 6 – 8 PM)

Sandy Boyce moved to purchase a generic book sale banner with library funds; Barbara Libby seconded; the motion passed. Board members were charged with finding the best price and Sandy will be responsible for the design.

Barbara and Kathy reported on their workshops at the Library Trustees Association Conference in Concord. Discussion followed concerning action that could be taken to use the information.

- 1) How to get the word out about book delivery
  - a) NANA and Franklin VNA
  - b) Meals on Wheels
  - c) Church's Public Announcement for Elderly
  - d) Flyer to give to Hill residents served by each of these groups
- 2) Library of Congress Surplus Book Program—2 year application
  - a) Lynn will print the necessary form and fill it out
  - b) Barbara will write the letter
  - c) Sandy will contact our political contact to see about Congressional franking of the shipments.
- 3) Coffee Café'
  - a) Scheduled for Tuesday's 10 – noon, beginning July 11
  - b) Kathy will bring her Kuerig coffee maker and homemade donuts that week.
  - c) A donation tin will be put out at the coffee service to help defray the costs
  - d) Barbara will order K-cups from Amazon Prime
  - e) Sandy will prepare the flyer
  - f) Each Board member will be responsible for distribution in her own area of town; report and confer on the status

The next meeting is scheduled for July 11, 2017 (The first Tuesday being July 4<sup>th</sup>) at 2:30 PM in the Library.

Sandy Boyce moved to adjourn the meeting; Barbara Libby seconded; the meeting was adjourned at 4:04 PM

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