

Hill Public Library
Board of Trustees
Minutes of the Meeting
September 5, 2017

The meeting was called to order by Chairperson, Kathy Kelley, at 2:32 PM on September 5, 2017. In attendance were Kathy Kelley, Chairperson; Sandy Boyce, Treasurer; Barbara Libby, Secretary; Joan Machado, Alternate Trustee; and Lynn Christopher, Library Director.

The secretary distributed July 11 meeting minutes; they were reviewed. Sandy Boyce moved to accept the minutes with a correction to change the date from July 12 to 11. Kathy Kelley seconded the motion. The minutes were accepted with the correction.

The treasurer distributed financial reports from both July and August of 2017. After review, Barbara Libby moved to accept both months' reports, Kathy Kelley seconded, the motion passed unanimously.

The library director presented the reports for July and August as follows:

July, 2017, Report

Open Days	19			
Patron Count	259			
Computer Use	28	Users	19	Adults
Circulation	188			
Downloadable Books	41			
Inter-library Loans	6	Borrowed	4	Loaned
Website Visits	165			

August, 2017, Report

Open Days	22			
Patron Count	241			
Computer Use	25	Users	20	Adults
Circulation	196			
Downloadable Books	39			
Inter-library Loans	8	Borrowed	12	Loaned
Website Visits	161			

Barbara Libby moved to accept the reports; Sandy Boyce seconded; the motion passed.

The Summer Reading Program attendance over the 5 weeks this summer was 132 participants. The Board asked Lynn to prepare and submit to Shelly Henry an alert/directive regarding the Downloadable Book feature of the website. The changes at the Store have decreased the avenues for contacting towns people; the Board feels that Shelly's email blast has potential.

OLD BUSINESS

The Library use policy and forms were completed by the Board's secretary, reviewed via email during July, changes made and presented at this meeting. Sandy Boyce will take the packet of 4

pages to Lisa Seymour in the Select Board Office for implementation and notification of the town boards. Lynn will have approval privilege since it is she who will need to determine whether the library is ready for such activity at the time required.

The Library of Congress has not yet received the already approved frank for shipping. The Board is still in some confusion as to the method this frank is applied to the shipments to us. So it is still a work in progress.

Dewey's Coffee Café has had some success. Nine weeks of operation are complete. The largest week was 16 visitors; a low attendance of 8; the usual number being 11 to 13. The attendance of men to the group was applauded; that demographic is growing. The addition of a monthly (?) program time to add interest was suggested. Potential programs are in the works.

The letter to JDB school asking for participation for displays by the students in the Display case has been prepared. It will be hand-delivered to Dr. Brian Connelly as he requested.

Sandy had a great conversation with Amy, the NRHS coordinator for participation of art students in displays at outside venues. Amy spoke with the Art Director who was also enthusiastic. We are awaiting the implementation as the school year has only just begun. We will put clean-up of the proposed area on the meeting agenda for October.

NEW BUSINESS

Borrowing and purchase of STEM learning and activity items has been tabled for the time being.

The Board agreed to come in October prepared to discuss the budget for the upcoming year.

Lynn asked for approval to purchase a new OPEN flag and pole. The existing location of the flag has caused the damage to the current flag. Anson Libby has been asked to mount the flag in a different location to protect the new flag. Additionally, Lynn asked for approval for the money to provide a fall animal program that is always well received. The Board approved both of these requests.

The next meeting will be held October 3, 2017, at 2:30. Barbara Libby made a motion to adjourn the meeting all business having been conducted; Sandy Boyce seconded; so moved. Kathy Kelley adjourned the meeting at 3:50 pm.

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