

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

The March 6, 2018 meeting of the Hill Public Library Board of Trustees was called to order by Kathy Kelley at 2:34 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. Kathy Kelley moved to accept the minutes of the February 6, 2018, meeting as presented; Sandy Boyce seconded; the motion carried.

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

The Financial Report of Expenditure and Balances for February, 2018.

Barbara Libby moved to accept the reports; Kathy Kelley seconded; so moved.

The **librarian's report** for February was as follows:

| | February | |
|--------------------|-------------|---|
| Open Days | 15 | 3 were school days |
| Patron Count | 417 | 211 School Days. (That is a 50/50 split in attendance.) |
| Computer Use | 17 Users | 16 Adults |
| Circulation | 311 | |
| Downloadable Books | 43 | |
| InterLibrary Loans | 34 Borrowed | 6 Loaned |
| Website Visits | 164 | |

Lynn noted that the State Library Server Software is still down. Barbara Libby moved to accept the reports; Sandy Boyce seconded; the motion passed.

OLD BUSINESS

- No word on the shipment from the Library of Congress Surplus Books. WIP
- Joan Machado responded that as Alternate Trustee she has found a conflict with her work schedule so she has been unable to make the meetings. She can only continue if the time is changed.
- Dewey's Coffee Café will resume on March 20. Lynn is organizing a Container Gardening Program for April 10. Kathy took the phone numbers in the Dewey's Binder to notify telephone only contact information ; Barb will prepare an email to send to all the names there who left email addresses. We will ask for an RSVP to try to get a count for preparation purposes.

- After meeting inventory of paper products and supplies for the Café was agreed upon.
- The Dewey's Bank was counted and given to Barbara Libby to make replenishment purchases. (\$46.57)

NEW BUSINESS

- Spring Conference attendance, meeting times and possible change when a new trustee is elected.
- The next meeting is scheduled for April 3, 2018, at 2:30 PM. This scheduling is subject to change.

There being no more business, Barbara Libby moved to adjourn the meeting. Sandy Boyce seconded the motion. Kathy Kelley adjourned the meeting at 2:48 PM.

Respectfully submitted,

Barbara P. Libby
Secretary
Hill Public Library
Board of Trustees