BOARD OF TRUSTEES MEETING MINUTES

Date: January 8, 2019

Meeting to Order: 2:37 PM

Chair: Kathy Kelly Treasurer: Sandy Boyce Secretary: Lucy Natkiel

Librarian: Lynn Christopher

Secretary's Report Distributed and reviewed - The last "Note" at the end of the report was deleted. Kathy moved to accept the report as corrected and was seconded by Sandy.

Motion carried.

Treasurer's Reports were distributed and reviewed. Kathy moved that we accept the report for December as written, and was seconded by Lucy.

Lucy moved that the year end report be accepted as written, and was seconded by Kathy. (See Attachment A) Both motions passed.

Librarian's Report Month of December

Open Days - 17 of which 2 were School Days

Patron Count - 351 School Days Count - 121

Computer Use - 14 Users total, of which 12 were Adults

Circulation - 253

Downloadable Books - 41

Inter-Library Loans 7 Borrowed 6 Loaned

Website Visits - 187

Sandy Moved to Accept the December report and was second by Lucy. Motion passed.

The Librarian's year end report was distributed and reviewed. (See Attachment B) It was noted that the patron count was slightly up from last year whereas the circulation count was down slightly. Sandy moved to accept the report and was seconded by Kathy. Motion passed.

OLD BUSINESS

1. Continue discussion of how to best make the library more attractive to patrons, and specifically whether we want to change the window treatment to make the rooms more inviting.

We decided to postpone discussion of window treatment until some time in the future.

We do need to decide what changes/improvements we will need to pay for in the coming year by the next meeting, since we will need to get money for these changes from the CD that will become due in March. Cleaning the carpet was mentioned.

Sandy brought in some framed pictures with which to decorate the library walls.

Lynn has contacted the Lakes Region Art Association to get in contact with local artists who might be interested in mounting a mini show, possibly with a reception of some sort. The names mentioned were Barbara McClintock, Judy Palfrey, and Kate Poole.

- 2. Check on any progress in utilizing the "service Link" information from NH Health and Human Services. There has been none.
- 3. Discuss additional programs to encourage greater usage of the Library.

Lynn has contacted the New Hampshire Master Gardeners about booking another program on herb gardening. It will cost \$50.00 and tentatively be scheduled on March 26 during Dewey's Café. Failing that, the program will be scheduled for some Tuesday during April.

Lynn will investigate and pursue programs from Fish and Game for thee up-coming year.

We discussed reinvigorating and reviving the Knitting and Crafting Group. That group could offer to teach various crafts to new-comers and school children. Using the display case to showcase various crafts would not only encourage people to get involved, it would also help make the library space more interesting and inviting.

Lucy offered to put on a Valentine's program decorating cookies made with Brown Bag Cookie Art molds. The program will take place February 7 from 11:00 AM to 3:00 PM. Or while supplies last.

The idea of showing movies at the library has been tabled.

4. Discuss changes in the display case. See above.

NEW BUSINESS

- 1. Discuss the policy for reserving the Library Meeting Room space. The existing policy, established in August, 2017 is a good one and stands.
- 2. Both the Principal and the Superintendent of the Jennie D. Blake School would like to explore the possibility of creating a pre-school "reading hour" or socialization hour to benefit the 3 three-year-olds in town with speech in impairments. This would be a preliminary discussion only.

There is an existing group on Thursdays that would be open to the children mentioned. Lynn can discus this all with Principal Brian Connelly during their next meeting..

The next meeting of the Board will be <u>February 19 at 2:30</u>.

There being no more business. Kathy moved to adjourn, seconded

There being no more business, Kathy moved to adjourn, seconded by Lucy. The meeting was duly adjourned at 4:05.

Attachment A

Librarian's Year End Report - 2018

2018 Year End Statistics/(2017)

Patron Count - 4,505

Computer Users – 276 of whom 192 were adults

(327/240 Adults)

Circulation – 2,684

(3,419)

Downloadable Books - 468

(564)

Interlibrary Loans – 137 borrowed, 67 loaned

(120 borrowed/98 loaned)

Website Visits – 2,175

(1,861)

Other Business

Summary of Friends Support/Contributions for 2018:

Sponsored Squam Lake Science Center & NH State Park passes for patron use

Caroline Robie Book of the Month/Junior Library Guide Subscription

National Library Week – Annual Baby Book Dedication, featuring a family program/entertainment & and book donation for the Library

Sponsored Entertainment (Little Davey) as part of the Library's Birthday

Attachment B

2018 HILL PUBLIC LIBRARY FINANCIAL REPORT

FSB EASY CI	HECKING		
Balance 12/31/2017			\$2,589.42
INCOME 2018	:		
	Deposits and Transfers from Savings	\$30,513.33	
		\$30,513.27	\$30,513.33
			\$33,102.72
EXPENDITUR	DEC 2010.		
EXPENDITOR		P25 192 26	
	Librarian Wages	\$25,482.26 \$342.59	
	Postage/Supplies		
	Telephone	\$444.42	
	New Books/Materials	\$1,970.56	
	Dues/Fees	\$600.00	
	Computer Maintenance/Website	\$57.99	
	Equipment Maintenance/Furnishings	\$406.85	
	Summer/Misc Programs	\$1,484.49	020 700 16
\$30,789.16 Balance 12/31/2018		<u>-\$30,789.16</u> \$2,313.56	
Dalance 12/31/	2018		\$2,515.50
FSB STATEM	IENT SAVINGS ADVANTAGE		
Balance 12/31/2017			\$14,494.59
Town Appropriation		\$31,065.00	
Transfer to Checking		-\$30,000.00	
Interes		\$13.14	
		1,078.14	\$1,078.14
Balance 12/31/2018			\$15,572.73
	<u> 1ENT SAVINGS ADVANTAGE-COPIE</u>	<u>R</u>	
Balance 12/31/2017			\$236.97
Depos		\$17.70	
Interes	et .	\$00.12	017.00
D 1 10/01	(0.01.0	\$17.82	\$17.82 \$254.70
Balance 12/31	72018		\$254.79
FSB TERM C	CD*		
Balance 12/31/2017			\$5,509.05
Interes		\$68.88	\$68.88
Balance 12/31/2018			\$5,577.93
*Includes the Lane & Addison Funds (both require a balance of \$1,000)			\$3,311.73
includes the Lane & Addison Funds (both require a balance of \$1,000)			