

FINAL

Derry Public Library
Board of Trustees
New Hampshire Room
March 16, 2015

Present: Elizabeth Ives (Chair,) Joan Crimlisk, Helen Evans, Phyllis Howard, Lynne Mann, Dorothy Wiley, Charlie Zoeller, Cara Barlow (Director,) Serena Lavine, (Alternate and Liaison to SAU 10)

Absent: David Fischer (Town Council Liaison)

At 6:58pm Elizabeth called the meeting to order.

Public Comment: None

Minutes:

Charlie moved to accept the February 12, 2015 minutes as written. Elizabeth seconded. Motion passed. Dot and Helen abstained.

Treasurer's Report:

General Fund target is 66.6%

Expended 68.6% - Amount available in the General Fund as of 2/28/15: \$408,155.93

Fine Account target is \$18,681.00 – Amount collected as of 2/28/15: \$18,860.44

Total amount in Fine Account as of 2/28/15: \$81,168.61

Treasurer's report received

Director's Report:

Susan Brown is taking time through the rest of March to care for a family member.

Museum passes can now be reserved online.

Announcement:

Part-time Reference Librarian Luke Thompson will be marrying the weekend of March 21/22.

Old Business:

- The library will likely receive a budget cut. Elizabeth suggested that \$42,650.00 from the fine account be used to cover collection materials, library supplies, office supplies, and repairs. Cara recommended not using fine account money but saving it for the FY 17 skylight project. To meet the current proposed reductions, the library would need to lay off one full time employee and three 10 hour employees, cut library hours, and reduce materials purchased.
- Cara spoke with Primex, and volunteers may be used to deliver borrowed items to the homebound. Online library card registration has been set up through the Library's online catalog system (Polaris). Cara is updating the circulation policy to include policies and procedures for homebound borrowing.

New Business:

- Staff training: Cara has registered with UNH to earn a certificate in Human Resources. It will take two years to complete the six courses. She will receive one grant per year to pay for one course per year. Each course costs \$235.00. By consensus the board agreed to fund Cara's courses not covered by grants.

- Dot Wiley was elected Treasurer. Elizabeth moved to nominate Dot as treasurer until June 30. Charlie seconded. Motion carried.
- Library Week Apr. 13-18 includes staff appreciation day Apr. 15. Catered lunch and flowers will be provided on Apr. 15. Dot will help Elizabeth. Charlie will take care of the flowers. The board members have been asked to look for poems that express praise for each department.
- Author's Day May 2 from 10 – 4: Trustee volunteers will be needed to direct patrons to different activities, introduce speakers, pick up lunch. The History Room will be the green room.
- Review NHLTA Conference: Get the registration forms to Brenda by Apr. 13. By consensus the May 18th Trustee meeting start time was changed to 5:00 PM.
- Issues with the State Library: To help resolve issues around NHU-PAC, the State Advisory Council and the funding process for the NHDB program, Cara and Elizabeth are working with the NHLTA, NHLA, and NH School Library Media Association.
- April is National Poetry Month. Patrons will be invited to provide a photo of a pet and write Pet Haikus. Sherry has set up a Walt Whitman program for Apr. 25.

Acceptance of gifts: None

At 8:49pm Joan motioned to adjourn. Dot seconded. All were in favor.

Respectfully submitted,

Lynne Mann
Secretary

Important dates:

Town Council Meeting Mar. 24, 2015

Library Week Apr. 13-18

Staff Appreciation Day Apr. 15, 2015

Town Council Meeting Apr. 21, 2015

Walt Whitman Program Apr. 25, 2015

Author's Day May 2, 2015

Town Council Meeting, Budget Hearing /Adoption May 5, 2015

NHLTA Conference May 18, 2015

Next Board of Trustees Meeting April 20, 2015 at 7:00 PM