

Fiske Free Library Trustee Meeting, Monday, August 27, 2018

Meeting called to order at 5:15 pm

Roll Call

Present: Sharon Wood, Sean Magee, Arthur Vidro, Bob Arcand, Bill Scala and George Caccavaro, also present Director Mike Grace and secretary Marta Smith.

Secretary's Report

Read and Bill Scala moved to accept it as written, seconded by Bob Arcand and accepted as written.

Treasurer's Report

No Treasurer's Report

Director's Report

July 2018

Patrons checked out 7,394 items during the month for an average of 296 items checked out per day. Patrons used 431 computer sessions and 141 wireless internet sessions for a total of 425 hours of computer time during the month, an average of 17 hours per day. Over 3,000 patrons visited the library during the month. 101 children utilized our Early Literacy education computers in the Children's room during July. 37 items were loaned to other libraries through interlibrary loan and 593 new items were added to the collection. Patrons downloaded 348 audio books and 149 e-books from our downloadable books service. 51 new patrons signed up for library cards during the month. Also during July patrons performed 2,195 searches on our public catalog with 266 of those searches being done on mobile devices. The term most often searched for during the month was "The Escape Artist".

Circulation of materials

2018	Books	Audio-books	Music CDs	Magazines	Misc	Total Items
January	4272	500	140	17	1809	6738
February	3805	470	58	12	1473	5818
March	4204	596	43	22	1543	6408
April	4005	527	46	9	1572	6159
May	4081	481	32	26	1441	6061
June	4231	522	53	28	1475	6309
July	4951	566	113	44	1720	7394

Items added to collection

2018	Books	Audio-books	Music CDs	Magazines	Misc	Total Items
January	386	21	1	2	43	453
February	216	2	6	0	48	272
March	239	1	0	0	29	269
April	230	3	0	2	75	310
May	128	6	0	1	59	194
June	89	0	5	0	17	111
July	562	0	9	0	22	593

The Children's department has been very busy with Summer Reading activities and programs as well as our regular story times. Jason Purdy mesmerized a large crowd with his amazing magic show which featured live doves and a rabbit. Musician Steve Blunt and author/musician Marty Kelley teamed up for a show that had the children out of their seats, dancing and singing. Musician Aaron Jones gave a "recycled rock" concert and workshop where children made musical instruments out of recycled items. Over 220 children took part in Summer Reading programs during July. 160 children also came to the library to play games, build with LEGOs, and work puzzles. Children used 107 sessions on our AWE educational computers. The Children's Summer Reading Program will continue into August with a Yo-Yo performance on the 2nd, the Childrens Literacy Foundation's storytelling and book give-away program on the 13th, and our Rockin' Read celebration party on the 16th which will feature karaoke. Back by popular demand will be Bingo for Books on the 8th and 16th.

Respectfully submitted,

Michael Grace
City Librarian

Read and Bill Scala moved to accept it as written, seconded by Sean Magee, and accepted as written.

Old Business

A new Custodian has been hired, John Cram will start as soon as paperwork and testing has been completed.

Air conditioning update-Estimate so far is \$30,000.00. The city manager is working getting an RFP and other bids for the project. He is hoping for a donation from Mascoma Bank and other possible sources. Bill Scala asked what the current bid covered and Mike Grace said it included a compressor in the attic and window units.

The Helen Cormier bequest-Mike Grace talked to Jack Yazinski about where to deposit the money and since it was left to the library it is part of the city and should be deposited to the trust accounts.

New Business

The library was just given a \$5,000.00 donation from a woman in Ithaca, N.Y. in memory of her mother Julia Millar. We currently have a trust fund in Julia Millar's name to buy mysteries. The daughter didn't indicate how she intended the money to be used. Mike sent her a letter to ask her if she wanted it added to her mother's trust fund or had another purpose for it. Until we hear from her the trustees suggested depositing the check into the trustee account for safety sake and then moving it to whatever account she wanted so moved by Bill Scala, seconded by George Caccavaro and passed. George caccavaro moved that any decisions regarding donations or bequests be brought before the board before dispersing funds, seconded by Bob Arcand, and passed. Bill Scala pointed out that the city wasn't allowed to receive 401C money. Mike Grace gave the \$5,000.00 check and the Pierce Fund check to Arthur Vidro for deposit.

Bob Arcand asked about the library's insurance coverage and whether it was still adequate coverage. He wondered if we had an escalation clause. George Caccavaro asked Mike Grace to check into it.

Bill Scala moved to adjourn, seconded by Arthur Vidro. Meeting adjourned at 6:12 pm.