

Fiske Free Library Trustee Meeting Monday, September 24, 2018

Meeting called to order at 5:15 p.m.

Roll Call

Present: George Caccavaro, Bill Scala, Sean Magee, Sharon Wood, Cynthia Cleveland and Arthur Vidro. Also present Director Michael Grace and Secretary Marta Smith.

Treasurer's Report

No Treasurer's Report

Director's Report

September 2018

Patrons checked out 5,662 items during the month for an average of 236 items checked out per day. Patrons used 513 computer sessions and 170 wireless internet sessions for a total of 509 hours of computer time during the month, an average of 21 hours per day. Over 3,000 patrons visited the library during the month, an average of 126 per day. 49 items were loaned to other libraries through interlibrary loan and 310 new items were added to the collection. Patrons downloaded 311 audio books and 127 e-books from our downloadable books service. 46 new patrons signed up for library cards during the month. Also during September patrons performed 2,243 searches on our public catalog with 112 of those searches being done on mobile devices. The term most often searched for during the month was "Amulet".

Circulation of materials

2018	Books	Audio-books	Music CDs	Magazines	Misc	Total Items
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
August	4481	479	117	28	1569	6674
September	3737	467	99	25	1334	5662

Items added to collection

2018	Books	Audio-books	Music CDs	Magazines	Misc	Total Items
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
August	419	4	12	0	48	483
September	266	2	7	0	35	310

With the school year beginning things became somewhat quieter in the Children's Room in September. Children utilized 62 sessions on our early learning computer stations during the month and 6 more children signed up for our 1000 books before kindergarten program. Children's room staff are staying busy performing an inventory of the Children's collection and planning for a change of layout for the collection. Also, coming up on Saturday, October 6th we will be hosting "Cool Tunes for Kids and Families" by renowned children's entertainer Eric Herman.

In conjunction with the PBS series "The Great American Read" the library is highlighting the 100 titles chosen for the series as America's 100 best-loved novels. The books are on display in the library and are featured on our public catalog at <http://bit.ly/fiskefree>.

Bill Scala moved to accept the Director's Report, seconded by Sharon Wood and passed.

Old Business

Arthur Vidro deposited the check from Mrs. Millar into the Trustee Account. Mike Grace shared the letter just received stating that she would like the money to go into the trust account set up by her mother many years ago, and to continue to use it for the purchase of mystery and history titles for the library. George Caccavaro made the motion to put the money in the Julia Millar trust account and use the funds as she has directed, seconded by Sharon Wood, Bill Scala made a motion to table the discussion but later withdrew his motion. A vote was taken on the motion made by George Caccavaro and seconded by Sharon Wood and passed. Arthur Vidro asked how to handle the move from the regular account to the trust and was told to send a check from the Trustee Account to the Trust Fund account.

The Cormier bequest has been received and since the amount is over \$5,000.00 it has to go before the City Council for acceptance. The money goes into a joint account with the city. Mike Grace would like it to be designated as a Capital Improvement fund. George Caccavaro asked when it would be brought

before the council and Mike Grace said that the next opportunity would be at the October 10, 2018 meeting. Mike Grace will present the check and the Trustees will be there for the presentation.

For security reasons Mike Grace will give it to the Finance Director for safe keeping. Sharon made the motion to have Mike Grace take the check to City Hall for deposit into the safe until the next City Council Meeting, seconded by Bill Scala and passed.

George Caccavaro had asked for Mike Grace to check on the library's insurance coverage. He was concerned about weather or not there was an escalation clause since replacement costs go up every year. There is in fact an escalation clause in our policy. There is a separate rider on the art work which was last appraised 15 years ago. The possibility of a new appraisal was discussed.

New business

The new janitor, John Cram has started working and everything is looking great. The secret gardener is cleaning up the landscape!

Sharon Wood made the motion to adjourn the meeting, seconded by George Caccavaro. Meeting adjourned at 6:00 p.m.