



**Fiske Free Library**  
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Trustee Meeting Wednesday, July 17, 2013

The meeting was called to order at 6:11 pm by Henry Normandin as Marty Davis had left to pick up notes needed for the meeting.

#### Roll Call

Present: Henry Normandin, Pat Leahy, Laurel Simpson and Marty Davis.

#### Secretary's Report

Read and Marty Davis requested that a change be made to reflect what he said at the last meeting. Henry Normandin moved to accept it with the correction, seconded by Lauren Simpson and passed.

#### Treasurer's Report

The quarterly report was presented by Laurel Simpson and it reflected the deposit of trust funds into the account.

#### Old Business

- The city website is active. Marty Davis asked about removing the error message from the site and Mike Grace said that he would take care of it.
- Mike Grace indicated that he was now trained on the website. Marty Davis asked what was or could be done to encourage database sign ups. Mike Grace said we would be putting up a sign at the desk at some point.
- Marty Davis asked for a re-vote on approving payment for the email software since it wasn't on the agenda. Mike Grace and Marta Smith pointed out that being on the agenda wasn't required unless the vote allowed for input from the public, such as the city council having to post items beforehand. The previous vote stands.

#### New Business

- Marty Davis asked about the status of replacement system for Winnebago and Mike Grace said that it's on the city master plan, but we have no plan at this time to replace Winnebago.
- Marty Davis gave kudos to Brenda Tripodes for the articles in the local papers.
- Marty Davis asked that Mike Grace draw up a spreadsheet to reflect the monthly stats so that trustees could get a better idea of trends in circulation. Mike Grace said that the information was already in his report and wasn't sure what the benefit would be to having a spreadsheet. Henry Normandin asked what they would use the information for; and Pat Leahy asked about only doing a yearly report and Lauren Simpson suggested instead of a monthly report that Mike Grace instead make copies of the information he puts together for the city council at budget time. It was decided that the trustees would be given a spreadsheet containing the stats at budget time when they could possibly use the information to justify the library needing more money and staff. Mike Grace said that he would provide a yearly spreadsheet for the trustees. Everyone

requested that he still do the monthly Librarian's Report as well so that they know what's going on at the library every month.

- Landscape design- Marty Davis will be talking to somebody at UNH to see if they would be willing to take the library on as a landscaping project.
- Annual Trustee Association dues- Marty Davis reminded the board that it's time to pay the annual dues for the State Trustee Association. Pat Leahy moved to expend the \$140.00 to cover the dues, seconded by Laurel Simpson and passed. Henry Normandin reminded them that he would no longer be on the board after September and Marty Davis said that the Association would accept whoever took the empty position as being paid.
- By-Laws- Marty Davis handed out the by-laws for Claremont as well as several other libraries in the state for comparison, to possibly use things from other library by-laws for Claremont. Pat Leahy pointed out that the board was limited in what they could change because of the city system being different than towns and other systems. Pat Leahy said that what Marty Davis was looking at was more appropriate for mission statements and code of ethics. The most they can do regarding the Claremont by-laws is take out the items that no longer apply and add changes that were made recently. The trustees will look over the information they have and make suggestions at the August meeting.

#### City Librarian's Report

During June library patrons checked out 8,080 items. Just over 5,600 people visited the library during the month, an average of 285 per day. Patrons used 859 computer sessions for a total of 528 hours of computer usage during the month. Patrons used 26 hours of computer time per day during June. 143 items were loaned to other libraries through interlibrary loan and 328 new items were added to the collection. Patrons downloaded 85 audio books and 108 e-books from our downloadable books service.

28 children attended Toddler Activity Time and Pre-School Story Time during June. 142 children have registered for the Children's Summer Reading Program "Dig into Reading". On Friday, June 21st Steve Blunt led off this summer's lineup of performers with his "Dig into Reading Rockin' Sing Along." Also during June children were treated to a wooden snake painting workshop, a presentation by the Children's Museum of New Hampshire, and Tuesday drop in craft workshops. Attendance at Summer Reading events so far has been excellent. Coming up in July will be programs by singer/musician Rick Goldin and storyteller Simon Brooks.

On June 13th "Mooseman" Rick Libbey presented a slide show of his nature photography entitled "Stalking the Wild Moose."

Henry Normandin moved to adjourn the meeting, seconded by Lauren Simpson. The meeting was adjourned at 7:30 pm.