

Trustee Meeting Wednesday, March 18, 2015.

Called to order at 5:15

Roll Call

Present: Bill Scala, Sean Magee, Mary Vidro and Arthur Vidro, also present Director Michael Grace and Secretary Marta Smith.

Secretary's Report

Accepted with change of new meeting time at 5:30 to new meeting time of 5:15.

Old Business

The sales representative for the new microfilm machine will be here on Wednesday, April 1, 2015 at 10:30 to demonstrate the model we are considering. Bill Scala asked about funding for it and Mike Grace said it would take about \$5,000.00 from trustee funds and \$2,000.00 from the Friends group to cover the cost. Mike Grace suggested voting on funding until after the demonstration on the 1st. Bill Scala recommended tabling the discussion until the April meeting.

Bill Scala asked about the status of a computer in the Children's Room. Mike Grace said that it was still in the planning stage.

Mike Grace said that the 2016 budget has been submitted and is now in the hands of the City Manager and the finance director. Bill Scala asked how he thought the budget might go this year and Mike Grace said that he had taken last year's budget and added whatever was left over after insurance and salaries. Mike Grace indicated that he expects to hear back on the budget in late April.

Bill Scala asked how many part-time hours were in the budget and Mike Grace said about 137 hours a week.

New Business

Everyone took a tour of the morgue to see the results of the preservation project and what historical resources were available.

City Librarian's Report

February usage was fairly strong despite the challenging weather. Patrons checked out 7,965 items during the month with an average of 346 items per day. Patrons used 785 computer sessions and 196 wireless internet sessions for a total of 753 hours of computer time. On average the library provided patrons with 33 hours of computer per day during February. Approximately 4,600 people visited the library during February for an average of 200 per day. 114 items were loaned to other libraries through interlibrary loan and 390 new items were added to the collection. During February 28 new patrons signed up for library cards and 337 items were downloaded from the library's downloadable books service.

Tax season is in full swing and the library has 1040, 1040A, and 1040EZ forms available. The IRS is no longer sending libraries tax instruction booklets and schedules. However, the library does have a small number of instruction booklets available for checkout and pdf copies are available on the libraries computers.

Children's programs have been well attended despite the cold and snow. During the month 71 children attended programs in the Children's Room. The Children's Room also circulated over 2000 items during the month. On March 11th there will be a children's Saint Patrick's Day craft program for ages 5 and up. Also, to celebrate Youth Art month, the Children's Room will be displaying artworks created by area children. The artworks will be on display through April 17th.

On March 14th the library will be hosting Extreme Coupon Professor Kim Bergeron who will share her techniques for using coupons to save money on groceries and beyond. Kim has presented her couponing expertise on WMUR television. Our first Wednesday Craft Series will feature a Saint Patrick's Day themed craft on Wednesday, March 4th.