



Fiske Free Library
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Trustee Meeting, Wednesday, October 17, 2012

The meeting was called to order at 5:15 pm.

Roll Call

Present: Jim Allen, Cynthia Densmore, Lauren Simpson, Marty Davis and Henry Normandin.
Also present Library Director, Michael Grace and Secretary, Marta Smith.

Secretary's Report

The Secretary's Report was read and Jim Allen moved to accept it as written, seconded by Cynthia Densmore and passed.

Old Business

Marty Davis asked about the status of the email database and Michael Grace indicated that it is up and ready for trial, he will test it using trustee board members email and if that goes well we will start advertising it and sign up patrons.

City Librarian's Report

September circulation dropped below average with 8,284 items checked out. September circulation usually averages 8,800 items. Last year was an exceptional year with 10,000 checkouts in September. Computer usage also dropped with patrons using 864 computer sessions for a total of 600 hours of computer time. 122 items were loaned to other libraries through interlibrary loan and 332 new items were added to the collection. Patrons downloaded 95 audio books and 77 ebooks from our downloadable books service.

On September 11th New Hampshire author Jane Rice, author of "Bob Fogg and New Hampshire's Golden Age of Aviation" presented a fascinating program on aviation on and around Lake Winnepesaukee during the 1920s and 1930s. Also in September the library's Children's Department hosted a Children's Literature class from River Valley Community College, the students were completing a class assignment utilizing the library's excellent children's collection.

In October the library will be taking part in the State of New Hampshire's Big Read program highlighting the works of Edgar Allan Poe. Collections of Poe's works are available for free at the library. Also, on October 15th the library will be hosting a "Pizza and Poe" program for teens featuring actors from Stevens High School's production of "Nevermore." On the 30th our celebration of Poe will wrap up with a discussion of Poe's works featuring readings and clips from movies based on Poe.

Currently the exterior of the library is getting a much needed facelift with a fresh coat of paint. The exterior of the library was last painted in 1984.

New Business

- **Budget**
Marty Davis asked about a line item in the agenda every month to address issues raised by the public or trustees. No motion made.
- **New Trustee Manuals**
Marty Davis handed out a table of contents for possible inclusion in the new Trustee Manual which trustees can look over before the next meeting and approve, add suggestions, etc.
- **Organizational Chart**
Marty Davis and Lauren Simpson asked to have an organizational chart prepared for inclusion in the manual and Michael Grace said that he would take care of it.
- **Library Goals**
Marty Davis would like suggestions and ideas for the next meeting and comments and recommendations for the new trustee manual. Lauren Simpson recommends a more user friendly format.
- **2013 Budget**
Mike Grace went over the new budget and explained the various line items. Marty Davis asked about next year's Capital Improvement project for the library and Mike Grace said that as far as he knows it is for a new automation system. The November council meeting will be the first budget hearing which will include the library budget.

The November meeting will be on Tuesday, November 13th at 6 pm.

Henry Normandin moved to adjourn, seconded by Jim Allen and passed. Meeting adjourned at 6:10 pm