

Trustee Meeting- Monday, April 16, 2012

The meeting was called to order at 6:07 pm.

Roll Call- Present: Henry Normandin, Cynthia Densmore, Lauren Simpson, Marty Davis, City Librarian, Michael Grace and Secretary, Marta Smith.

Secretary's Report

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

Old Business

a. Building Maintenance

Marty Davis and Henry Normandin met with Kerry Gagnon to discuss the exterior of the building. Mr. Gagnon will attempt to clean the exterior of the building. He will get back to us with a quote for the job.

b. Google and In-House Surveys

Mike shared completed survey forms and online results-there were many responses and the trustees will come in later to look them over and get an idea of responses.

c. How does our library help other libraries in the area

Marty Davis asked how we help other libraries-shared resources, etc. Michael Grace and Marta Smith both mentioned various ways-mostly by lending our materials through interlibrary loan, answering reference questions when asked, etc.

New Business

Marty Davis Introduced the new ordinance that allows fewer people to be on the board and still have enough members for a quorum. He also said that the board could reevaluate how they function and change the bylaws to suit the current board's choice regarding meeting days, time, etc. Marty Davis offered to go through the current by-laws and mark them for possible changes. Lauren Simpson suggested that board members looked through the old by-laws to become familiar with them before the next meeting.

Lauren Simpson asked about possibly setting different limits on due dates for teachers who are using the materials for their classrooms. Marta Smith and Michael Grace said that the staff would discuss the possibility, but it would probably not be viable because teachers also use their cards for personal materials and if they had longer check out times they could be tying up new materials for 2 months at a time which would not be fair to other patrons. As a compromise Marta Smith suggested that the teacher could ask whoever was checking out their books for longer checkouts on books they would be using in the classroom.

Marty Davis asked about the landscaping around the building and whether or not Hypertherm would be volunteering to do it this year. Mike Grace said that he hasn't heard from them as yet. Marty Davis indicated that he would be willing to help and said that he would check around to see if he could find an edger to use along the walkway. He also asked if we usually plant the flowers in the boxes out front-Mike Grace said that we did and would be doing so soon.

Marty Davis asked about the exterior painting and Mike Grace said the painting and window replacement or repair needs to go out for bid and he would take care of it at some point.

Next year's budget-Marty Davis asked about plans to prepare the council for next year's budget-to keep them apprised of the value of the library, what we do for the community, etc. Since there will be no more, and probably even less money next year it is unlikely that much will change in the library budget, Michael Grace pointed out that we will not be getting back anything we lost this year, next year, if ever.

Marty Davis asked about having Colin Sanborn do a monthly item in the local papers-what happened on this day in whatever year at the Fiske Free Library kind of thing.

Mike Grace indicated that the city is updating their website and the library will be getting a new web page. Marty Davis asked who maintained the library blog and Mike Grace said that he did whenever he had time.

Marty Davis asked about plans for the library for the coming year, etc. so that trustees can see what is coming up. He also asked about having the book sale on Memorial Day weekend and Marta Smith and Mike Grace said that because that is such a busy weekend with graduation, parade, etc. it would not be a good time for the book sale.

Marty Davis asked about meeting with the Friends of the library group and what they do. Mike Grace said that they hold an annual book sale, send out an annual fundraising letter and occasionally have other small fundraising events when needed. The Friends help fund many things we couldn't otherwise afford-new equipment, furniture, programs, education/training, etc.

Marty Davis asked about a bigger area for the public bulletin board. He suggested the spot by the elevator to display books and said he would send Mike Grace information on a site where he could purchase book easels for the display. He also asked about moving the Hazel Pomiecko plaque to a spot where it would be more visible, especially the various quotes promoting reading. Lauren Simpson suggested copying the quotes and posting them somewhere else in the library where more people could read it.

City Librarian's Report

Circulation for March was well below average with patrons checking out 8,820 items. March checkouts have averaged near 10,000 over the last seven years. Just over 6,700 people visited the library during the month and average of 293 per day. Patrons used 867 computer sessions for a total of 665 hours of computer usage. 124 items were loaned to other libraries through inter library loan and 424 new items were added to the collection. Patrons downloaded 122 audio books and 39 e-books from our downloadable book service.

In the Children's room planning is underway for this year's Summer Reading Program. This year's theme is "Dream Big, Read." During March, 41 children attended story and activity programs in the children's room.

Chris Burgess recently installed new computers in the library including a new server for the library's automation system as well as the Gates Foundation computer for public use.

The first performance in our living history series "Loyalty, Sacrifice, Courage: Remembering the Civil War", was held on March 28th. Claremont's own Sharon Wood portrayed Betsy Phelps, the mother of an Amherst, New Hampshire soldier killed at Gettysburg in her presentation, "A Soldier's Mother Tells her Story." The next installment in the series will be on Wednesday, April 25th at 7:00 PM. Steve Closs of Merrimack will present a program on New Hampshire soldiers in the Civil War which will include a look at Claremont's contribution to the war effort. This series is presented in collaboration with the Claremont Historical Society and Trinity Episcopal Church.