

North Hampton Public Library - Board of Trustees

Public Meeting Minutes

239 Atlantic Ave, North Hampton, NH 03862
Wednesday, December 11, 2024, 5:30 PM

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|------------|------------------|-------------------|-------------------|
| Chair: | Susan Leonardi | Library Director: | Liz Herold |
| Treasurer: | Kathleen Kilgore | Secretary: | Jacqueline Brandt |

1. Call to Order by the Chair

Chair Susan Leonardi called the meeting to order at approximately 5:40pm followed by the pledge of Allegiance.

2. Administrative

2.1 Approval of November Meeting Minutes

Motion to accept meeting minutes for November as presented made by K. Kilgore. Seconded by S. Leonardi. All approved. Motion passes

2.2 Library reports

Facilities

- The septic system was inspected on December 2 (yearly inspection) and we do not need a pump at this time. Thanks to Jared Shaheen (town building inspector) the library is now on a schedule with the Town to get our yearly inspection.
- George Chauncy has retired but has made it clear he is available when needed!
- Side door lock is still giving us some trouble. Estimate from Tri-State includes a panel. Purchasing a new panel to be considered and can be taken out of Foundation funding.
- **MOTION:** K. Kilgore made a motion to accept the Tri-State Lock and Safe Estimate for \$2768 Invoice Number 0002854 dated December 4, 2024, for a new panel for the side access door. J. Brandt seconded the motion. All in favor. Motion passes.

Operations

- The meeting rooms were used 71 times for drop-in use in November, 39 times for Library programs and 18 times with reservations.
- 15 new patrons signed up for library cards in November, bringing our total patron's number to 3,069
- Total circulation in November (including digital was 3,458.)
- The library had 2048 visitors in November and 75 public computer users.
- Most circulated books in November were *The God of the Woods* by Liz Moore and *The Frozen River* by Ariel Lawhon.
- The most circulated children's book was *Bats at the Beach* by Brian Lies.
- The library will be closed Tuesday, December 24 and Wednesday, December 25 for the Christmas holiday. The library will close early at 3pm on Tuesday, January 31 and will be closed Wednesday, January 1st for the New Year's Day holiday.
- The library is currently hosting 3 different drop-off boxes for the holiday season: 1 is Toys for Tots location for NHFD, one is for NHSPCA (in conjunction with Pumpkin our visiting therapy dog) and one is for NH Mutual Aid (in conjunction with our Winter Clothing swap).

Financial

- TD Bank Operating account ending balance \$ 56,287.36

- TD Bank non-appropriated account ending balance \$ 50,728.47
- M&T Bank account 8667 ending balance \$ 14,167.09
- M&T Bank account 0790 ending balance \$ 58,751.68

Staff

- Circulation staff met in November to discuss customer service strategies and best practices.
 - Starting a new initiative that every 4-6 weeks, staff members will have time off-desk to complete a webinar training that we will then meet and discuss.

Programs

- 8 people attended the History of Contra Dance presentation sponsored by a NH Humanities grant.
- 23 people attended the Preparing for Climate Change presentation -the presenter, Dr. Ricardo Nogueira generously donated his time free of charge to present .
- 18 people attended our first session of Boxwood Tree making, the second session is full at 20 people registered (Tues. Dec 10)
- 22 people attended our afternoon concert with musician Briana Cash (sponsored by the Friends)
- 114 people attended the first ever Maker's Market and we had 14 vendors selling their goods and it was a great success.
- 13 people attended the Pontine Theatre performance of A New England Christmas which was sponsored by the Friends.
- Current exhibit is local artist Madison Ramirez

Upcoming Programs

- Winter Clothing Swap is Saturday, December 14 -10:30-1pm.
- Saturday, December 21 at 10 am the Center for Wildlife will be here for an all-ages presentation - sponsored by the Friends.
- Chart Your Course is Monday, December 30, 3pm
- Chair Yoga (registration required) begins January 6 (6 sessions, Mondays at 1pm) = free to residents, half of cost is sponsored by the Friends
- NH Presidential Primary Longshots on Tuesday, January 16, 4pm
- Meteorites and Meteor Astronomy on Tuesday January 21 at 4pm, sponsored by the Friends
- Tuesday, January 28th at 6pm our visiting author series begins with Haley Brown speaking about her book *The Father Figure*

Ongoing Programs

- Golden Fitness program first and third Thursday at 1pm- taking a break for December
- Wellness Book Club- 1st Monday of each month at 2pm- resuming January 2025
- Hooked on Books- meeting fourth Thursday- resuming January 2025
- The Genealogy club meets on the second Wednesday evening of each month resuming January 2025.
- Classics book club third Monday afternoon of each month
- Mystery book club meets on the second Thursday of the month
- Wednesday crafter noon, last Wednesday of the month drop in crafts

2.3 Youth report- November

Submitted by: Katy Wuerker, Youth Librarian

As the weather turns colder, the baby and preschool Storytime numbers have increased, and the "Play, Learn & Grow" programs went wonderfully well! (We are still only requiring registration for non-card holders and capping that number at 7 children per session.) Our 1000 Books Before Kindergarten program continues to grow, and I have to make more welcome bags to keep up for demand. We had a few sign ups this month and a lot of kids leveling up and getting excited about reading.

The David McPhail Storytime with the author live-drawing while I read went really well, and the accompanying scavenger hunt has been a hit. We plan on doing more scavenger hunts due to its popularity.

Teen attendance has remained low but steady. Having a desk in the Teen Room continues to be well received, and parents of 5th graders have noticed and appreciate someone there during the afterschool hours. Teen Candy BINGO was missed this month as I was planning on only doing it for even months, so I'm glad there is a hit program that stays on their minds, and it gives the teens something to look forward to.

All three of us had kids/teens attend our three book groups this month. The 3rd/4th grade book group was a lively group of three 3rd grade boys, and Mel is thinking of definitely mixing in more graphic novels into the titles they read.

Overall, 172 patrons participated in 22 youth events in November:

| Program Age Group | # of Programs | # of Participants |
|---------------------------------------|---------------|-------------------|
| Children's (Babies through 4th grade) | 12 | 130 |
| Teen (5th through 12th grade) | 6 | 6 |
| All Ages Youth Programs | 3 | 16 |
| Other Youth Events | 1 | 20 |
| November Youth Totals | 22 | 172 |

As we move into the holiday season, we expect some programs to get more attendance and others not so much due to the ebb and flow of holiday traveling and gatherings conflicting with program times. The Friday after Thanksgiving was an example of a very low-attendance day in general as far as foot traffic goes for the youth rooms, but Kai and I were successful in making changes in the Juvenile Fiction section - yay! Fingers crossed the weather cooperates for the jewelry station and the owl program in December.

2.3 Financial Report (see above)

3 Old Business

3.3 Library Survey update

Survey is closing on the 20. 116 surveys already in. Consultant is encouraged by number of surveys in thus far. Another blast of information on social media to get out the word on the survey was suggested.

3.4 Budget meeting update

Liz sent all information to committee.

4 New Business

4.3 Staff Holiday party. Friday, January 3. Closing at 4 pm

4.4 Side door estimate-See above Motion made to approve.

4.5 Non-appropriated account spending

Liz wants to take \$500 to upgrade video games from the non-appropriated funds account.

4.6 Town Report due January 10. S. Leonardi to get Liz copy to then forward together.

4.7 Deliberative Session. Should the library be closed during the session?

5 Friends update

No update as of this meeting.

6 **Public comment**

No public comment made. No one from the public present at meeting.

7 **Any Other Item that may legally come before the Board**

None at this time.

8 **Next meeting/adjournment.**

Adjourn at 6:23pm