

Trustees of North Hampton Public Library

237 A Atlantic Avenue
North Hampton, NH 03862

Minutes of Tuesday, 26 July 2011

- I. Call to Order: Peter Parker, John Kollmorgen, Kelly Parrott, and Susan Grant Library Director were present. Meeting was called to order at 5:03pm. Peter Parker left the meeting at approximately 5:30 pm due to illness and the meeting continued with John Kollmorgen, Kelly Parrott, and Susan Grant present.
- II. Approval of Minutes: The meeting minutes from June 28, 2011 were reviewed and accepted.
- III. Memorial Donation: The Library received a memorial donation in memory of Jane Palmer. Susan recommended using the money to focus on landscaping outside of the library to purchase a new tree. Susan suggested approaching The Friends to purchase a memorial stone. A thank you note will be included in the town newsletter and hand-written note of appreciation will be sent. Peter will reach out to other trustees to see if there are donation standards.
- IV. Bookkeeping - The library needs someone on a part-time basis to evaluate our accounting periodically to determine if everything is in order in Quick Books on a quarterly basis. Susan will see if Joan Sweeney (Rye, NH) might be interested.
- V. Payroll Checks – John Kollmorgen or Peter Sweeney can sign on a weekly basis.
- VI. Treasurer's Report - As of June 2011 the Library has used 100% of its total annual budget. Total expenses YTD (through June 2011) were \$329,552.64. Expenses for the month equaled \$27,823.91.
- VII. Non-appropriate funds - The NHPL non-appropriated ending balance in June was a \$29,702.42, net income of \$930.66 and expenses of \$1385.89. The NHPL investment account balance as of 30 June 2011 was \$499,022.73. The Library received a check from Paul & Dorothy Hobbs Foundation for \$3707.54.
- VIII. Old Business - There is no updated on the CIP committee. Oil contract is complete and Susan changed the fuel contract to 2000 gallons. The safety meeting was held. Still issues remaining on the back electrical panel (outside).
- IX. New Business – Loreen highlighted that the number of children's programs for the year are 141 programs with a total of 2140 children in attendance. Recommended contracting with Stacey Whittier to continue ages 2-4 Story Time and she will be paid from monies from the Hobbs fund. Loreen will include Promote the Rye Airfield – Read to Ride program—simply read 5 books and get a free pass.

Kelly Parrott mentioned a report by two UNH MBA students that was conducted on the Lee, NH Library building initiative. Susan suggested that she could reach out to the Director at Lee to see if she could get a copy of the report.

- X. Librarian's Report – Planning under way for the new fiscal year. The town complex informational meeting will be held Thursday August 25 from 10-12 pm and Susan encouraged attendance by the Trustees. Susan will invite the select board meeting and submit through NH Community Online.

The DVDs are very popular and we could use more. This year in fact the DVD outpaced fiction books!

The trustees spent some time discussing the changing face & needs of the library in today's digital age. We suggested that we hold a meeting with several of the local library director's to share their experience on how the design of their new libraries were influenced by the new ways in which communities use their libraries – internet research, digital books, community centers, movie viewings etc.

- XI. Meeting Adjourned: The meeting was adjourned at 6:07pm and the next Trustees' meeting is tentatively scheduled for August 30, 2011 at 5:00pm.