

Trustees of North Hampton Public Library

237 A Atlantic Avenue,
North Hampton, NH 03862
www.nhplib.org

Minutes of Monday- August 19, 2013 @ 6:30 PM

1. Call to Order: Kelly Parrott, John Kollmorgan, Susan Leonardi, Director Susan Grant, and Assistant Director/Youth Librarian Lorreen Keating. Meeting was called to order at 6:34pm.
2. Approval of Previous Minutes: Minutes were approved from July 22, 2013.
3. Treasurer's Report: Susan Grant and Kelly Parrott met with the Select Board on August 12th. The Select Board would like to see more transparency between departments so Susan Grant will share copies of our monthly reports and updates to the Town Administer, Paul Apple. Town report is almost ready to submit, though it isn't due until the end of the year, we opt to submit it soon after the fiscal year ends due to RSA statute.
 - Non-appropriated Funds/ Trust Funds Report- No major changes to report.
 - Treasurer's Report- The increase in Children's is due to the busy summer reading programs.
4. Librarian's Report:
 - Building: Checking with Highway Dept. to see if they can do bug spraying to save money. We normally have GSC Pest Management do this.
 - Staff: Monthly meetings are going well. Staff had part 2 of team building in July and will have part 3 in September. Kim Burkland-Ward of LGC will return to finish this and will do other workshops to assist with the team building and any other issues.
 - Operations: Statistics are done for the year—circulation was up for the year. Children's program attendance was up as were the number of children's programs. Public computer use was down slightly. Magazines were down slightly. Ebooks doubled, as expected. Library has a new website that Barbara is still fine-tuning. Acquired a gently used CD Audio contract to bring in more audio books for a better price from TEI Landmark. The library will also have a standing order lease plan with them for audio books that will rotate out 12 titles quarterly.
 - Programs:

- a. Star Party Star party was a success and the telescope has gone out twice since the party. We will have them back in November (NHAS) for another star party.
 - b. Linda Petrat program Aug 27th – she sailed down coast from Kittery to Florida in 3 months and wrote a book and presented a PowerPoint about it.
 - c. September 10th Joan Ryan – Scholarship Matters program.
 - d. Works of Wonder will begin again in September with Holly Perrault. This is the 5th year we have had Holly leading book discussions, and 4th year of Works of Wonder series.
 - e. Gardening program in October
 - f. Joint program with Historical Society in October—Aimee Fogg who wrote a book on Vermont WWII soldiers and their stories.
- Youth Programs:
 - a. Summer Reading: 166 children ages 2-14 have signed up to participate in the summer reading program. Attendance at programs has been good, including the Wednesday morning summer story times. Two crowd pleasing programs -magic show and wildlife encounter will be scheduled and well publicized.
 - b. Teen Read 2013 - 19 teens have officially signed up to participate. A small but enthusiastic group of teens came to the ice cream party. Lorreen shared a power point photo slide show of teen spaces from other libraries. Each teen was invited to sketch their ideas about a future teen space at NHPL. All wished to keep involved in helping to shape services and space for teens. One request was for a teen movie collection. The paranormal lecture attracted only 3 teens and several teens have signed up to come to the live paranormal investigation on Wednesday, August 21, 2013.
 - c. Fall planning is underway! Plans include 2 week day morning story times, a continuation of the bi-weekly Saturday Story Time, an after school “Great Stone Face” book discussion group. (This group will meet each week and will be for students in grades 4-6. It will be offered in the Recreation Dep. Enrichment programs guide.)
 - d. Statistics for FY2012-2013 are complete. 126 programs for youth were offered with 2273 attending. This is second highest number in ten years. It represents an increase of more than 500 since FY 2011-2012.

5. New Business:

- Review of Policies- Barbara is in the process of updating the Computer Use policy. A new Telescope Policy was approved at the last meeting. Susan Leonardi will review the Personnel Policy.
- Promotion of Upcoming Programs and Events Sponsored by Library/ New Books- Story Walk is almost complete. Lorreen will contact Hampton Union for an interview.
- Toe Jam Puppet Band Concert – On Tuesday, July 30th 7pm over 120+ people attended.

4. New Library Business:

- Opus Advisors – August 26th will be the Opus presentation at 6:30pm. Board members will review Jamie’s materials to refine our next case of support.
- Municipal Facilities Committee Update- On Wednesday, August 21st, the Municipal Facilities Committee meeting will be at 7pm. Ron Lamarre of Lavellee Brensinger Architects will present a draft floor plan of the municipal complex.
- Town Charrette Report- The town has not received the official report from PlanNH.gov
- 501-3c NHPL Foundation – By-laws. We will need an attorney to review these. Five individuals are needed to be on the Board of Directors to file the agreement.

5. Friends of the NHPL:

- Wine & Cheese Reception went well. The Board would like to brainstorm about projects, programs and goals for them to work on. The next meeting not posted, but will be on the 26th.
- Building Committee update: We will meet and discuss our next steps with the Library Building Committee on September 12th.

6. Determine Next Meeting: Our next Trustee meeting will be Monday, September 30th at 6:30pm.

ADJOURN MEETING: Meeting was adjourned at 7:20pm.