

Trustees of North Hampton Public Library

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www.nhplib.org

Minutes of January 6, 2014

1. Call to Order: Kelly Parrott, Susan Leonardi, Director Susan Grant and Assistant Director/Children's Librarian Lorreen Keating were present. Meeting was called to order at 5:15pm.
2. Approval of Minutes from the last meeting: Minutes were approved from September 30, 2013. The Board of Trustees participated in several meetings throughout October, November and December including:
 - October 22nd – Opus Advisors Prospecting Session
 - November 7th, 13th, and 20nd – New Library Building Design workshop with Library Building Committee and Lavelle Brensinger architect, Ron Lamarre
 - November 20th- Budget Meeting
 - November 25th- Municipal Complex Design Presentation at Town Hall
3. Treasurer's Report/ Non-appropriated Funds/Trust Funds Report: The reports were presented. There are no major discrepancies or changes to report.
4. Librarian's Report:
 - Building- No major issues. Electrician was investigating an outside light that keeps going out. Dave O'Heir determined that there is insulation in the walls of the library and ceiling, but it was done badly and blown on top of the ceiling tiles. It was thought that the walls had no insulation. The windows are in need of being sealed inside if the library continues to stay in its current building. The heat tape not working on the side of the library is also being looked into. The CIP committee asked for separate sheets for all issues regarding the library if we are not able to build a new library building. The library will need to conform to ADA and other concerns. This included an estimate for a new roof that would be replaced in 2018. The estimate came to \$16,500 from AJ Long Roofing Company.
 - Financial: Payment was made to Lavallee Brensinger for \$9,000 for architectural services in October. A monthly payment was made for \$5,000 to Opus in December. Director Susan Grant and John Kollmorgen presented the library budget to the Selectmen. Town Reports are due January 10, 2014.

The Library financial reports are finished and a narrative will be completed by the end of the week.

- Staff: A Christmas Party was attended by all staff members. Staff members continue weeding assigned sections of the library and making book recommendations. Continued weeding is necessary to make room for new books and the library is trying to make some books face out in the reading area for patrons to browse. Staff finished a 3 part series hosted by LGC on team building in November. Kim Burkland-Ward facilitated this series of workshops.
- Operations: Circulation has dropped off slightly in the past few months in comparison to previous years.
- Friends of NHPL: The Friends have been doing coffee mornings periodically. The patrons seem to enjoy this and the library has received positive feedback about it. The library plans to discuss purchasing a trolley cart for serving coffee/refreshments in the future. Friends would like to have their own webpage. The library will investigate how this can be done with Barbara Dewing.
- Programs: Email blasts are working well. The 2nd Star Party was attended by 16 people and the History of Brewing was attended by about 25.
- Upcoming programs: Works of Wonder Book Group, a genealogy program on obscure and little known resources, an AARP program for Seniors on Medicare fraud and scams, Rebecca Rule's program on NH Town Meetings, and John Perrault in April to do his program on Ballads.

5. Youth Report:

- Story Time: Fall Story Times generated between 3-12 children per session. Lorreen will plan to offer two weekly morning groups from Jan- March and evaluate if we should have just one morning weekday group during Spring. Hoping for better attendance this winter with the Saturday Story time after more publicity.
- Great Stone Face Book Group: This group continues to be a successful collaboration between North Hampton School and the library. Kids brought snacks in December to help with the program food costs.
- Program attendance: October had 18 programs with 214 children, 51 adults and 6 young adults attending. The Polar Express story and train party was rescheduled because of weather.
- Fuller Gardens: Lorreen has been collaborating with Nancy Conklin about having Story times at Fuller Gardens for summer 2014.

- Summer Reading 2014: The collaborative summer reading theme is “Fizz, Boom Read” (a science theme). Lorreen is considering incorporating the popular “Camp Wannaread” theme into the summer reading program.
6. Determine Date/time for next meetings: Next Trustee meeting will be Wednesday, February 19th at 6pm. We will rotate appearances at the following Municipal Complex Community Meetings:
- Monday, January 6th at Town Hall 7pm
 - Thursday, January 9th at Throwback Brewery 7pm
 - Thursday, January 16th at NHPL 7pm
 - Thursday, January 23rd at Throwback Brewery 7pm
 - Wednesday, January 29th at Centennial Hall 7pm
 - Thursday, January 30th at United Church of Christ 7pm
 - Wednesday, February 5th Town Hall 7pm
 - Thursday, February 6th UCC 7pm
 - Wednesday, February 12th Town Hall 7pm
 - Thursday, February 13th at Throwback Brewery 7pm
 - Wednesday, February 19th at Town Hall 7pm
 - Thursday, February 20th Centennial Hall 7pm
 - Thursday, February 27th Town Hall 7pm