Trustees of North Hampton Public Library

237 A Atlantic Avenue, North Hampton, NH 03862

(603) 964-6326

www.nhplib.org

Library Trustees’ Minutes 9/6/16

1. Call to Order:

Present: Susan Leonardi, Chair; Kelly Parrott, Treasurer; Judy Day, Secretary; Susan Grant, Library Director; Audience: Anne Ambrogi. The meeting was opened at 6:00.

1. Approval of Minutes from last meeting: The minutes of August were approved.
2. New Business:

a. A discussion was held regarding the Capital Improvement Plan that will be submitted to the CIP Committee this Friday. The Trustees and Library Director rank ordered the items in terms of importance. Safety was the number one priority.

b. Kelly will check on the NHPL name by calling the State of NH. There was a question from the Friends on the official name of the library.

IV. The Treasurer’s Report

V. The Librarians report was discussed including the fact that Susan G. has

purchased Hoopla for the library. She and Ms. Leonardi discuss some ways

that Hoopla could be used.

VI. The Youth Librarian’s report was submitted. Youth Services Department

Report – September 6, 2016. The events and changes are listed below:

* **PROGRAM ATTENDANCE**

* **INTERNS**

A teen and a boy scout have joined us as volunteers to complete their community service hours requirements. The teen is tasked with checking on new titles in the juvenile series that the library owns. The scout is cleaning bookshelves. I have extended an offer to the three summer teen interns to continue with paid hours in the fall, working on special monthly projects and programs.

* **COLLECTION DEVELOPMENT**

The juvenile fiction is being weeded thoroughly, to make room for new books. Materials that have not circulated in at least six years are being removed.

* **NH SCHOOL**

I was present at the NH School back-to-school picnic on August 25. I had an opportunity to mingle with staff and students and to provide information about new books and upcoming library events and programs.

* **FALL PROGRAMMING**

The calendar of youth programs is now set for the fall, to include art workshops, LEGO and game days, and monthly themes with contests and activities.

* **NEW CLUBS**

The new Library Assistant, Ariel Frankel, will assist me with two new book clubs that begin in September. They are “Rockin’ Readers” -- a family story hour, and “Talk it Up” -- a book social for ages 10 and up. The middle school book club, “Opus Scopus”, will be offered again.

* **TEEN ADVISORY GROUP (TAG)**

The TAG team completed the TAG By-Laws. Their focus going forward will be to recruit new members.

* **TEENS in the NH ROOM**

The NH Room now houses the mini fridge that had been in the Craig Room and the library’s iPod on its stand. Future teen events will now take place in that room.

* **PROFESSIONAL DEVELOPMENT**

I attended graphic works webinar provided by EBSCO. The information will be helpful for collection development.

VII. Old Business

a. NHPL Building Program and Castagna

Kelly had followed up with Mr. Castagna who had been asked to come to last month’s meeting to discuss options for the expansion of the current library building or replacement of the building on the Homestead property. Mr. Castagna has been working with the Select Board for a couple of months in helping them to locate land on route one to be used for a safety complex or a fire station. He indicated to Kelly that he had not had time to review library information and return to the library for further discussion. I should be able to do this in a week or two.

b. Library Classification & Salary Plan

In the next month or two the library trustees hope to do a side-by-side review of the library’s policy and classification and salary plan to see if there are changes, deletions or additions to either. Kelly also stated that she and Susan L. had worked on a lengthy manuscript that discusses needs and wishes related to a new library.

c. CIP Submission

The CIP submission from the library was discussed. This allows for ordering by priority and the descriptors of Urgent, Preservation, Safety. The final copy is attached to these minutes. It will be discussed at the CIP Committee this Friday. Ms. Ambrogi who was in the audience also helped to give clarification to this process which was very helpful. The goal is for the Library to express its own choices in this process.

d. Library Makeover

The Pod- The pod has not been used for storage yet. Susan still has to order shelves before things can be moved in. She will be storing some things from the attic, books for bookshelves that are not use and other library materials that are not necessary to be out in the library at this time. The Blinds have been ordered. The walls have been painted a green with one red wall in each part of the library. The bubbler has still not been fixed because fixing it will be difficult because it is “imbedded “ in the cements walls and may be time-consuming to fix and also expensive. The results of the mold testing will be discussed with the author of the report, Dennis Francoer. Kelly will call and ask him to phone conference to ask questions. Some questions might be: is the library air quality better than it was when tested last year after the roof problem and consequent flooding? Is there anything further that we can do to mitigate the return or worsening of this problem (some suggestions are given in the report)?, does he know of other

VIII. Determine Date/Time for next meeting: Next meeting: Tuesday, Oct 6th at 6:oo.

IX. Adjournment: The meeting was adjourned at 8:55.

Submitted by Judy Day, Secretary