

WEEKS PUBLIC LIBRARY  
Trustees' Meeting Minutes  
September 13, 2011

Present: D. Rockefeller, C. White, D. Brothers, D. Grimse joined at 4:45 J. Gilston, M. Fodero.

Meeting start time: 4:30 pm

1. No Selectman's Report.
2. No Teen Advisor Report.
3. The minutes of August 9, 2011 were approved as written.
4. Donations of \$44 were unanimously accepted.
5. The Director's Report was accepted as written. D. Grimse requested authorization to close the Library on Friday morning September 30 so that all staff may attend the Seacoast Coop Workshop on customer service. The Library will open at 1:00 pm on that day.
6. C. White reported on the Friends of the Library meeting of September 1, 2011. J. Gilston will attend the Friends' meeting on October 6.
7. Checks were signed by C. White.
8. Board payroll review and preview was done and signed by M. Fodero and Dale Rockefeller.
9. Old Business:
  - A) The new copier will be delivered on Friday September 16 at 7 am and Relco-Kohlhase will also be there for the installation.
  - B) Volunteer Agreement: Best Practices for NH Libraries has just been revised so approval of WPL forms will be carried over to the next meeting.
  - C) The review of personnel and Board members who have library keys and alarm codes is nearly, but not yet, finalized.
  - D) Assistant Library Director: Approximately 40 applications were received and 6 final applicants were interviewed. D. Grimse and S. McDonald made their final recommendation to the Board and applicants will be notified by D. Grimse by October 1.
  - E) A draft of the 2012 budget prepared by D. Grimse was reviewed.
- 10 New Business:
  - A) The circulation computer is broken and needs to be replaced. M. Fodero will look into a possible replacement.
  - B) D. Rockefeller has the Aberjona Engineering plans from CBT Development LLC from December 2005. The various construction documents were reviewed. M. Fodero discussed ways of making the public familiar with the plans. J. Gilston will contact C. Thurston about a meeting to discuss the plans.

- C) Preparations for the spaghetti supper on October 19 were reviewed. The cost will remain at \$7 per person and \$20 for a family. Hours will be 5 - 7:30 pm. M. Fodero will e-mail the Friends in regard to soliciting for donations. The Friends will again provide desserts.

Next Meeting: Tuesday, October 11, 2011 at 4:30 pm.

C. White, Sec.

Director's Report follows:

# Weeks Public Library Director's Report September 2011

	Circulation		Change	Number of Programs		Program Attendance	
	2011	2010		2011	2010	2011	2010
<b>January</b>	3,439	2,917	17.9%	20	18	177	189
<b>February</b>	3,277	3,270	0.21%	33	34	327	288
<b>March</b>	4,047	3,636	11.3%	35	35	315	325
<b>April</b>	3,725	3,544	5.11%	38	36	322	387
<b>May</b>	3,338	3,124	6.85%	20	16	188	150
<b>June</b>	4,128	3,964	4.14%	38	31	631	633
<b>July</b>	4,463	4,480	-0.38%	34	35	416	439
<b>August</b>	4,671	3,856	21.14%	26	25	233	216
<b>Totals</b>	<b>31,088</b>	<b>28,791</b>	<b>7.98%</b>	<b>244</b>	<b>230</b>	<b>2,609</b>	<b>2,627</b>

	Downloadable Books				Learning Express		Mango Languages	
	Audiobooks		eBooks		2011	2010	2011	2010
	2011	2010	2011	2010				
<b>January</b>	129	82	14	NA	4	NA	6	NA
<b>February</b>	80	74	13	NA	13	NA	11	NA
<b>March</b>	116	95	31	1	4	8	8	7
<b>April</b>	108	77	19	5	8	6	7	7
<b>May</b>	115	91	28	3	3	14	3	7
<b>June</b>	99	86	33	9	1	8	1	16
<b>July</b>	94	84	48	18	0	2	0	2
<b>August</b>	109	93	44	13	0	0	1	0
<b>Totals</b>	<b>850</b>	<b>682</b>	<b>230</b>	<b>49</b>	<b>33</b>	<b>38</b>	<b>37</b>	<b>39</b>

**Donations:** \$44 needs to be accepted.

### Programming:

August was still a busy month for children but a slow month for adults, teens and the 5<sup>th</sup>/6<sup>th</sup> graders. Summer programming for children actually ended the second week in August, with an additional week of crafts and a movie. This was an extra week from which was originally planned and advertized. Teens finished with very light attendance at the Totally Tagged program and only four 5<sup>th</sup> and 6<sup>th</sup> graders made pop-up cards. The lecture on "Mexico: An Introduction to Its History and Self-Image through the Monuments of Mexico City" was not well attended with only four persons attending. Six book discussion attendees discussed the novel, Juliet by Anne Fortier.

September programming includes our first Wednesday after-school program for grades 5 and up, the start of fall story times on Thursday, September 15, the monthly adult book discussion featuring Every Last Cuckoo by Kate Maloy, a Dance Dance Revolution session for teens on a Friday afternoon and a UNH speaker presenting *Are You Talking to Me?* on Wednesday, September 28 at 7pm.

### Meetings, Workshops and Conferences:

8/26 Seacoast Coop: Denise Grimse – The group met to finalize plans for the customer service workshop. Workshop fees will be sent to Denise for deposit into the co-op account. The brief meeting was held before representatives from the State Library presented information on the usage of the databases and the funds available for them. It

is likely that the genealogy database, Heritage Quest, will be dropped. Individual library subscriptions to Ancestry.com are available through the State's special pricing program. This database is available for in-library use only. The 2011 fee was \$250 for a library the size of Greenland. Also Seacoast Libraries plan to run a coordinated database promotion schedule in 2012 with co-op members jointly promoting a different database each month with vendor support.

**New Hampshire Retirement System News:** The Library's contribution for Group I municipal employees went to 8.80% from 9.16%. The employees' contribution to the retirement plan remains the same with the 2% increase, 7%. These rates are applicable for all earnable compensation paid on or after August 1, 2001 through June 30, 2013, unless future statutes require additional mid-year rate changes as has happened in the past.

Respectfully submitted,  
Denise Grimse, Director