

Weeks Public Library
Trustees' Meeting - Minutes
March 11, 2014

Present: D. Brothers, J. Gilston, D. Grimse, D. Rockefeller, C. White
Meeting start time: 4:30 pm Meeting adjourn time: 5:30 pm

1. The minutes of February 11 were accepted with corrections.
2. Donations of \$22 were accepted.
3. Payroll preview and review were completed by chair Rockefeller.
4. Checks were signed by C. White.
5. J. Gilston will be the Trustee Rep. for the Friend's meeting on April 14th.
6. The Director's Report was accepted as written.
7. Old Business: With the Budget Committee's approval of funds for snow removal, D. Grimse will establish a contract with a private contractor for snow removal and sanding for the remaining season.
8. New Business:
 - a. NH Humanities Council has filled all applications for 2014. The Friends have scheduled three already. D. Grimse has 1 program scheduled for September which the Library will cover.
 - b. The light fixture damaged by falling snow and ice has been repaired by Relco-Kohlhase for \$520 from the Building Repair budget. D. Grimse shared pictures of the damage and reported that no insurance claim was made since the deductible is \$1000. The repair of the gutter will be done when the weather is warmer.
 - c. Project ideas were discussed in relation to: The NHHC decreased funding and availability; the Friends' money; and the Bourassa memorial golf tournament. End cap units and a new tech project "makerspaces" were discussed. D. Grimse and S. MacDonald would like to use the Bourassa money for a picnic table for the back lawn. The Board voted approval for this purchase. Friends member M. Willis is looking into LCHIP funds and possibility of restoration of the front door was discussed.
 - d. The Board approved \$75 registration fee and mileage expenses for D. Grimse to attend the 2014 NHLA conference in Whitefield, NH.
 - e. D. Grimse reminded the Board of the NHLTA spring Conference to be held in Concord.
 - f. All were reminded of Town Meeting on Saturday March 15 at 9:00. The only article concerning the Library this year is the article approving the Town Budget.
 - g. D. Grimse is working with a librarian at the State Library to set up a new web site using Word Press.

9. No issues with the building are reported at this time.

10. The next meeting will be held at 4:30 in the Library on April, 8, 2014

C. White, Sec.

Director's Report follows:

Weeks Public Library Director's Report March 2014

	Circulation		Change	Number of Events		Event Attendance	
	2014	2013		2014	2013	2014	2013
January	3,674	3,999	-8.13%	29	27	221	226
February	3,592	3,918	-8.32%	28	32	276	181
Totals	7,266	7,917	-8.22%	57	59	497	407

	Downloadable Books				Learning Express		Mango Languages	
	Audiobooks		eBooks		2014	2013	2014	2013
	2014	2013	2014	2013				
January	109	94	135	138	0	4	3	7
February	113	77	121	145	0	15	15	28
Totals	222	171	256	283	0	19	18	35

	Heritage Quest		Ancestry Library Edition	Universal Class		Freegal Music	
	2014	2013	2014	2014	2013	2014	2013
January	33	37	0	0	1	75	98
February	36	52	0	1	3	71	82
Totals	69	89	0	1	4	146	180

Donations: \$22 needs to be accepted.

Circulation: February 2014 circulation was down compared to last February. Weather continued to challenge staff and residents. We had to close 18 hours in February 2014 compared to only three hours in 2013.

Collection: Weeding of adult materials and updating of adult nonfiction titles continues as we struggle with space and currency of the collection.

Events and Classes:

February events included Literary Lunch visits at the school. The Valentine Drop-in Craft week and the Candy Workshop for grades 4 and up ran as scheduled with very good attendance. The Classic Movie night was rescheduled to later in the month due to the February 5th snow storm. The only other program impacted by the weather was the adult book discussion. We were open that evening but residents were not venturing out. The Drop-in Craft week, afternoon movie for children, and family story time during Winter Recess Week were also well attended. Attendance at all the ongoing programs was regular.

March events will include two drop-in craft weeks, continuing programs, two lectures,

and the use of the library space by a local community group. That group, the Winnicut River Watershed Coalition, will present a lecture/discussion open to the public entitled "Wetlands in the Spring – Migrating Frogs, Salamanders and Others." This is the second time the group has scheduled use of our space for their lecture/discussion series and they hope to continue to offer an event each quarter.

Meetings, Workshops and Events:

2/10 Friends of the Library Meeting: Denise Grimse and Trustee Dale Rockefeller – The group reviewed the 2013 Treasurer's Report, discussed a vendor's night fundraising idea, put Mark Willis in charge of reviewing LCHIP requirements, and reviewed plans for the plant sale in May.

2/21 Seacoast Coop: Denise Grimse – Met with other Seacoast library directors at the New Castle Public Library. New Castle recently completed a renovation project which included painting and new carpeting. They used carpet tiles which really looked nice. The group planned the topics for the remaining 2014 meetings and set the 2014 dues at \$25 per Seacoast library to cover the cost of the logo.

Building: The driveway iced up due to the frozen ground and melting snow. This made it unsafe for residents to enter the building through the rear entrance for our Friday morning programs. The Town does not have equipment to sand that area. On the following Monday, snow and ice from the roof damaged the gutter and took out one of the rear exterior light fixtures. Relco-Kohlhase secured the dangling light and replaced the damaged fixture. The gutter will need to be replaced in the warmer weather.

Respectfully submitted,
Denise Grimse, Director