

**Weeks Public Library
Trustees' Meeting
Tuesday, May 13, 2014**

Present: M. Fodero, J. Gilston, D. Grimse, M. McLaughlin, M. Sodini, D. Rockefeller,
C. White, M. Willis

Meeting start time: 4:30 pm Adjourn Time: 5:50 pm

1. The draft minutes of April 8 were approved with corrections.
2. Donations of \$146 including \$100 in memory of Jean Arsenault were accepted.
3. Payroll preview and review were completed by D. Rockefeller.
4. Checks were signed by C. White.
5. Mileage reimbursement to the Director of \$256.54 for three trips was approved.
6. All were reminded of the Friends' Annual Meeting Monday, June 9 at 6pm.
7. The Director's Report was accepted as written.
8. Old Business
 - a. Alternate Trustees M. McLaughlin and M. Willis were appointed at the April 21 Selectmen's meeting and have been sworn into office.
 - b. D. Grimse reported that due to decreased funding the NHHC *Humanities to Go* program can offer each host only two programs a year.
 - c. The computer issues have been resolved for the moment but required a lot of work time. Computer tech Brad Straub worked at no charge.
 - d. The back door installation is still planned for Monday, May 19 weather permitting and may require two days of work.
 - e. The most recent radon test result was a reading of 9.9 +/- 1.3. It was agreed to retest in six months.
9. New Business: Director Grimse reported the following:
 - a. A Workers Comp. Notice of Claim related to an employee's strained back injury has been filed. The employee did not require medical treatment or miss time from work.
 - b. The Town Personnel Policy is being reviewed. One change that may be made is to increase employee contributions for medical and dental insurance. Discussion followed relative to the difference between the

Town policy and the Library policies regarding sick time and vacation time. M. Sodini stated that Town employees can accrue up to 30 days of vacation time and 600 hours of sick time. Employees can use accrued sick time hours to defer the cost of their medical insurance premium payment. The Library policy does not allow sick or vacation time to accrue from one year to the next. The budget requirements associated with changing the Library policy were considered. While many stated their concern that this inequity was unfair to the Library employees, possible resolution and further discussion was tabled for the moment.

- c. D. Grimse is continuing to work with the State Tech. Librarian in redesigning the library website.

10. Other items added to the agenda:

- a. D. Grimse is preparing for the auditors' visit on May 27-30.
- b. M. Willis reported on the research he has done regarding LCHIP funds and volunteered to pursue criteria for eligibility to be listed as a historic building.
- c. D. Grimse has received information from the Barrington Library regarding their use of the iPad literacy kit for children but she has not had time to review it as yet.
- d. \$1,076.37 was realized from the Friend's Plant, Bake & Chili sale.
- e. D. Rockefeller has invited architect Jason Alix to look at the proposed Library addition plans and make suggestions.

11. Building Issues

- a. D. Rockefeller and M. Sodini will remove the AC cover.

12. Next Meeting: Tuesday, June 10, 2014 at 4:30 pm.

C. White, Sec.

Director's Report follows:

Weeks Public Library Director's Report May 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
March	3,850	3,890	-1.03%	35	47	440	365
April	3,558	3,762	-5.42%	26	30	262	223
Totals	14,674	15,569	-5.75%	118	136	1,199	995

	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
March	113	104	160	173	0	8	1	32
April	123	92	128	115	1	15	13	12
Totals	458	367	544	571	1	42	32	79

	Heritage Quest		Ancestry Library Edition	Universal Class		Freegal Music	
	2014	2013	2014	2014	2013	2014	2013
January	33	37	NA	0	1	75	98
February	36	52	NA	1	3	71	82
March	78	65	NA	11	8	70	99
April	44	55	NA	13	1	51	123
Totals	191	209	NA	25	13	267	402

Donations: \$146 needs to be accepted. \$100 of which was donated in memory of Jean Arsenault.

Events and Classes:

April craft days were well attended for Easter crafts and three days of Spring Recess week. Cribbage nights have been full with several new people attending. The last two sessions for the spring session of chair yoga had low attendance. The program will be reevaluated for the fall. There were only two sessions of family story times in April. Both had excellent attendance at 23 and 25. The two adult lectures were not well attended. Only three people attended the self-publishing workshop. The March panel presentation had much better attendance. Only four people attended the lecture on aviation in New

Hampshire. Both of these were free events and not New Hampshire Humanities Council programs. Only one teen came to the movie and pizza afternoon for grades 6 and up, while eleven people attended the evening classic movie night.

May events include a concert sponsored by the Propane Gas Association of New England, the Friends' fundraiser, a special story time session featuring a lobster from the Seacoast Science Center, a Zen art workshop, a drop-in craft week, a classic movie night showing *The Thing*, a teen movie night, and a New Hampshire Humanities Council program hosted by the Friends. Family story times, cribbage nights, Friday Morning Group, and the monthly book discussion are also scheduled. The adult Summer Reading Program begins Memorial Day weekend. The Friends are providing the grand prize, a \$50 gift card to Portsmouth Ala Carte.

Meetings, Workshops and Events:

4/10 What's New in Young Adult Literature in Bedford, NH: Candace Yost - Attended seminar showcasing new, popular, and quality young adult literature. Book selection, displays, and program planning were discussed and resources given for further independent use.

4/18 Google Chromebooks Demo in Hooksett: Denise Grimse – Learned how Chromebooks can be used as Internet access stations for patrons.

4/22 Department Head Meeting: Denise Grimse – Met with other department heads.

4/23 NHLA 2014 Conference in Whitefield, NH: Susan MacDonald – The main session for Susan was the Great Stone Face Tea. As one of the members of the GSF committee, she book talked several of the titles on the new book list to conference attendees. Bookmarks and posters were sold after the event. She also attended two book review programs and the lunch speaker event.

4/24 NHLA 2014 Conference in Whitefield, NH: Denise Grimse – Attended the sessions on network security, creating your own makerspace at the library, tech competencies for staff in small libraries, and alternative patron computing. Learned what needs to be changed or developed. The author speaker at lunch was the young adult author, Barry Lyga. He spoke about his novels and about staying fresh.

Respectfully submitted,
Denise Grimse, Director