



WEEKS PUBLIC LIBRARY

36 Post Road | Greenland | New Hampshire | 03840-0430 | PH: 603-436-8548 | FX: 603-427-0913 | www.weekslibrary.org

Trustees' Meeting Minutes Children's Room at the Library Tuesday, April 11, 2017

All Present: Director, Denise Grimse; Trustees: Stephanie Jaggars, Dale Rockefeller, Jonathan Dowling, Marcia McLaughlin (chair), Karen Mason (secretary); Selectmen's Liaison: Jim Rolston; Building Committee, Representative: Trisha Gray.

Meeting start time: 4:30 p.m. Adjourn time: 5:45 p.m.

1. Building Project Business:
 - Trustees to present plans for library expansion to Greenland groups and gatherings of residents.
 - Greenland Groups: School Board (to include Town Budget Committee), Greenland Parents Organization, Greenland Women's Club, Community Congregational Church, Vets, Bramber Green Residents. (Trustees and Ron Lamarre presented plans for library expansion to BOS with interested Friends of Library in attendance on April 3.)
 - Scheduled Community Gatherings (secure a table to distribute info, provide a receptacle for donations to "Friends of the Library: Library Expansion Fund"): Summer Concert, Farmer's Market, Friends' Plant Sale, Library's Cow Day.
 - The Building Committee currently consists of Trish Gray, Leonard Schwab and Butch Ricci. Mark Fodero will assist as called.
2. Building Issues: Pot holes filled, washed out again after rain.
3. Organization of the Board for 2017-2018 remains Marcia – chair, Dale – treasurer, Karen – secretary.
4. Approved minutes of March 16, 2017, as written.
5. Donations of \$15.00 were accepted. Also noted and accepted was a designated donation from the Greenland Rec Group of \$200.00. The whole amount (\$200.00) will be used to offset the cost of mailing the WPL May Newsletter because an insert from the Greenland Rec Group will be included in the mailing.
6. Dale performed a payroll review. Three trustees signed off on payroll.
7. Dale signed checks and will make the deposit.
8. Next Friends' Meeting: Monday, May 8, Marcia to attend at 6:30 p.m.
9. Selectmen's Liaison Report from Jim: The BOS thought the April 3rd presentation on of the concept phase of library expansion went well and had no further questions at this time.
10. The monthly transactions were reviewed and signed.
11. Director's Report was reviewed.
12. Denise shared suggestions and comments regarding the expansion plans: Add cornerstones to match main library; Many positive comments; When is the expansion happening?
13. Old Business
 - Lavallee Brensinger Invoices Submitted – Denise clarified these with the firm, then submitted invoices to Trustees of the Trust Funds. They will be creating plans for the existing WPL because the originals can't be located.
 - Flatbread Fundraiser Review – The evening netted \$661.03. (\$337.75 from Flatbread pizzas sold and \$323.28 in outright donations to Friends of the Library.)
 - 2017 Pay Increases – Board approved implementing raises as budgeted, effective March 12, 2017.
14. New Business
 - Spring clean-up to be done by Town (Paul Hayden).
 - Weeding, trimming shrubs to be done by volunteer work crew organized by Karen. \$500.00 line item in budget for grounds work requiring mulch and heavy-lifting tasks.

- Letter from NHLTA requesting advocacy work to preserve funding for the Institute of Library and Museum Services (IMLS). Programs will be affected/eliminated by proposed cuts in the federal budget.

15. Next Meeting: Tuesday, May 8, 4:30 p.m.

Respectfully submitted,
Karen Mason, secretary

Director's Report follows:

Weeks Public Library Director's Report April 2017

	Circulation		Change	Number of Events		Event Attendance	
	2017	2016		2017	2016	2017	2016
January	3,127	3,091	1.16%	36	28	333	259
February	2,853	3,228	-11.62%	33	26	279	302
March	3,454	3,416	1.11%	40	32	258	233
Totals	9,434	9,735	-3.09%	105	86	865	794

	Downloadable Books					
	Audiobooks		eBooks		Digital Magazines	
	2017	2016	2017	2016	2017	2016
January	163	154	186	199	3	14
February	152	128	153	181	7	11
March	162	157	187	187	2	3
Totals	477	439	526	567	12	28

	Mango Languages		Heritage Quest		Universal Class	
	2017	2016	2017	2016	2017	2016
January	67	7	1	0	5	2
February	73	22	13	2	28	2
March	40	41	2	2	6	6
Totals	180	70	16	4	39	10

Donations: \$15 needs to be accepted.

Events and Classes

Note: we were closed one day due to winter storm Stella.

The new session of Family Story Times has some new families coming and very good attendance numbers, 16 and 18, which makes it very fun. The Planting Activity was very well attended, 23. The Spring Drop-in Crafts week had 22 and eleven came to make St. Patrick's Day crafts. Two recent release movies were shown in March. Fourteen attended the showing of *Sing* while *Moana* had a smaller crowd of 8. The four sessions of After School Kids (ASK) held at Greenland Central School were well attended with six or seven each week. Participants completed two weaving projects. The third project was started and they took it home to complete. Only eight came during the three days in March of the Winter Vacation Drop-in Crafts for a total of 18 for the week. There were four one-on-one tutoring sessions this month. Fourteen people attended the Classic Movie Night. Seven attended the Adult Weaving Workshop. Cribbage, Mah Jongg, book discussions, and Friday Morning Group remain popular and well attended. Create and Connect met twice in March with three people coming each time.

Staff Meetings and Workshops:

3/9 3D Printer Training at Hooksett Public Library: Madeline Gielow - Attended a training session on the 3D printers purchased by the State Library. She came back with two printed items, a key bob with her name and an earring.

3/10 Great Stone Face Meeting: Susan MacDonald – Met with others on the committee to discuss titles for the list.

3/21 3D Printer Training at Wiggin Memorial Library in Stratham: Denise Grimse and Susan MacDonald - Attended a training session on the 3D printers purchased by the State Library. We each brought a key bob with our name and an earring.

3/23 3D Printer Training at Hooksett Public Library: Margaret Mooers - Attended a training session on the 3D printers purchased by the State Library. She came back with a key bob with her name and an earring.

May Town-wide Newsletter:

Since the Grapevine is not in production right now, the Greenland Summer Concert schedule will be an insert in our May town-wide mailing. Members of the Concert Committee will assist staff and Friends with folding, inserting, sealing, and counting. The Committee will also make a donation to the library.

Online Services:

Universal Class was renewed at \$500, a \$1,500 value. Usage continues to be good. All Nook periodicals through New Hampshire Downloadable Books/OverDrive have expired. Currently there are no e-magazines available to residents.

Building:

Pot holes were filled-in but are back.

Respectfully submitted,
Denise Grimse, Director