

HILL PUBLIC LIBRARY TRUSTEE MEETING

MINUTES JULY 31, 2007

Present: Norma Kane..... Chair
Julie Hunter..... Secretary
Martha Jordan Treasurer
Lynn Christopher..... Librarian
Linda Huntley..... Alternate
Wayne VanGordon, principal
Kristi Nesteruk, school board
Shelley Henry, school board

Meeting called to order at 6:32 pm.

The first order of business this meeting was to discuss some concerns of the Library Trustees with the School Board. Lack of respect for the library, the librarian and other patrons has been a problem this past year. Kristi says that the children should lose the privileges of coming to the library and using the computers if they can't follow the rules and be respectful. Mr VanGordon stated that the teachers need to enforce discipline rules and that children who don't follow the rules should be sent to his office. He also reports that there will be no computer use during library time this year. The students will come over in small groups for study and research. Also, there will be no library time for students until after they have been spoken to about the library policy and what is expected of them. Mr Van Gordon suggested that Lynn show the students at the beginning of the year how to replace books properly so it won't be so time-consuming for her to return the books to their correct places when the children leave the library. He will also try to develop a curriculum to incorporate library skill for the students.

Mr VanGordon stated that he uses positive behavior incentives at school and maybe they could be used as a reward for students to help in the library and learn new skills. Norma agreed that this is a great idea and that games should be incorporated to keep the interests of the students and to challenge them throughout the year.

It was agreed that the two Boards should meet again during the September 25th Trustee meeting. The School Board Representatives and School Principal left @ 7:08 pm and the regular Trustee meeting commenced.

The minutes of the previous meeting were reviewed and accepted. Martha moved to accept. The motion was seconded by Norma.

Treasurer's report was given by Martha. She reports that the account balance as of 7/31/07 is \$6,138.46. Julie moved to accept. The motion was seconded by Norma.

Librarian's report was given by Lynn. She reports that the SRP is going well. There are 29 children registered to date. Lynn has tried to contact Rhonda Bucklin concerning the Friends of the Hill Parks and Rec's contribution to the program. She will try again. Invoices were mailed last week.

Lynn contacted Twin Rivers Office Machines for a quote on a new copier without the fax capabilities. She also looked into copy machines at Staples and the Panasonic website, and

reports that Staples has quality machines at very reasonable prices. This topic will be discussed further at the August meeting.

Friends of the Library report was given by Norma. She reports that the invitations to the Baby Book Presentation have been sent. The presentation is scheduled for August 17th @ 1:30 pm.

Old Business

Linda Huntley was sworn in as an alternate trustee.

The new camera software was installed on one of the computers. Julie and Lynn will work on transferring and printing pictures for Martha to include with a thank you note to the NHCF for the grant that covered the new shelving in the children's section.

The storage room was cleaned and many boxes of books were removed from the library and storage room. The desk was removed by Vinnie Fortin. The Trustees mentioned a need for a file cabinet for that room.

New Business

The wording of the updated internet policy which states that the library 'does not select or edit internet content' will need to be changed. The exact wording will be decided upon at the next meeting. It was decided that Lynn will post a notice stating that the Myspace website is restricted to children under the age of 16.

Julie suggested that it would be helpful to Lynn if the students came over to the library with a pass stating who was coming and their purpose. This would ensure that the students were doing what they were at the library to do.

Norma and Martha will work on preparing an investment policy necessary for trust funds with principle. This policy is due to the Attorney General's Office by August 17th.

Other Business

Martha informed Mr VanGordon of educational film strips that the library has in the storage room. He found them to be of interest and will try to incorporate them into the curriculum.

Upcoming meetings and events:

August 17-SRP wrap-up and the Baby Book Presentation to follow
October 2-Open House @ Jennie D. Blake School 5:30-6:30 pm

Martha moved to adjourn @ 8:27 pm. The motion was seconded by Norma.

The next meeting is scheduled for Tuesday August 28, 2007 @ 6:30 pm.

Submitted by Julie Hunter, Secretary