

HILL PUBLIC LIBRARY  
TRUSTEE MEETING MINUTES  
OCTOBER 30, 2007

Present: Norma Kane.....	Chair
Julie Hunter.....	Secretary
Martha Jordan .....	Treasurer
Lynn Christopher.....	Librarian
Linda Huntley.....	Alternate

Meeting called to order at 6:37 pm.

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

**Treasurer's report** was given by Martha. She reports that the checking account balance as of 10/23/07 is \$3,605.37 and the remaining budget balance for this year is \$5,464. On November 9, the remaining balance of the 2007 appropriation, \$10,000.00, will mature and be withdrawn from the 6-month CD at TD BankNorth. Julie moved to accept the Treasurer's Report. The motion was seconded by Norma.

**Librarian's report** was given by Lynn. She reports that the school children started coming weekly, with one class on Wednesday, one on Thursday, and three on Friday. The 6<sup>th</sup> grade class comes bi-weekly. Lynn has been compiling figures for the Trustees to bring to the meeting with the Selectmen. The Library saw 4,813 patrons last year and 4,200 patrons so far this year. Circulation of materials is down this year and computer use is also down. The majority of computer users are adults. The new copier cable has been installed, linking the circulation desk computer to the new machine. Lynn e-mailed Jerry Desrochers regarding the Intergovernmental Agreement. She will try to contact him again.

**Friends of the Library report** was given by Norma. She reports that the group received the \$500 from Kohl's. The Friends group participated in the Open House again this year and paid for Professor Reads-a-lot's show, *Magic & Fun* held at the Library on October 2<sup>nd</sup>. The membership drive letter has been sent out. The next meeting of the Friends is scheduled for January 18, 2008 @ 3:30pm.

**Old Business**

Martha has been in contact with the Local Government Center with budget questions regarding vacation time and benefits. She was told there is no state law requiring employers to offer benefits to employees working 32 hours. The 2008 Library Budget was accepted as presented. All Trustees were in favor. The 2008 proposed library budget is \$24,921.

The request of \$3500 from the NHCF was granted and deposited into the checking account to be used to fund the new copy machine and a portion of shelving in the adult section.

The updated job description of the Librarian will be finalized on Tuesday, January 8<sup>th</sup> @ 6:30 pm.

**New Business**

There is no new business to report this month.

**Other Business**

Martha purchased a case of paper (12 reams) from Staples and received a paper shredder free of charge.

The Laufman's book, The Stone Man, was purchased at a discounted price of \$10.00.

Norma will invite the School Board to the November Trustee meeting.

Martha will bring the 2008 budget to the Selectmen this evening.

**Upcoming meetings and events:**

November 14 - Hill School Board meeting-JDBS 6:30 pm

Meeting with the Selectmen and Budget Committee- No dates set

January 8, 2008- Trustees to meet @ 6:30 pm to work on Librarian's job description

January 18, 2008-Friends of the Library meeting 3:30 pm

Julie moved to adjourn @ 7:12 pm. The motion was seconded by Martha.

The next Trustee meeting is scheduled for Tuesday November 27, 2007 @ 6:30 pm.

Submitted by Julie Hunter, Secretary