

Hill Public Library
TRUSTEE MEETING MINUTES
July 30, 2009

Present: Anne Ford - Trustee, Chair
Norma Kane - Trustee, Secretary
Gayle Seip - Trustee, Treasurer
Julie Hunter - Alternate Trustee
Lynn Christopher - Librarian

Anne Ford, Chair, called the meeting to order at 3:05 pm.

1. OLD BUSINESS:

- A. Secretary's Report: The minutes of the June 30, 2009 meeting were approved.
- B. Treasurer's Reports: The report was reviewed, discussed and accepted. Gayle reported the final town appropriation of \$21,000.00 was received on July 6, 2009, and the remaining balance of our total budget as of 7/27/2009 was \$20,590.50. Gayle provided a summary of the Summer Reading Program showing to date that the program's allowance was \$1,785.00, expenses were \$1,093.05, with a balance of \$691.95 remaining for other expenses.
- C. Friends' Report: Norma reported the 2008 Hill Baby Books were presented during National Library Week on April 17. There were eleven babies born in Hill, but only one baby was there for the presentation. Photos have been developed and given to Martha Jordan for the scrap book.

The Friends' Open House, held in conjunction with the J.D. Blake Open House, is scheduled for September 10 at 6:30 pm at the Library. Lynn is arranging for a puppet show program. Our next meeting is October 1.

D. Librarian's Report: Lynn Christopher provided a written report and provided commentary.

Web Site - www.hillpubliclibrary.com Lynn reported to date there have been 741 hits (with 71 in July. The Domain will expire on October 3. Cost is \$15 for one-year renewal. Cost approved.

Library Attendance: Adult circulation remains steady, as does adult computer use. Juvenile circulation is low with not many children participating in the Reading Incentive Program.

School Program: Lynn reported she received a contract for the 2009/2010 school year.

A letter of agreement had been included with the official records. The program is scheduled to begin September 14. She has purchased 12 new non-fiction titles for the children's section with school funds.

Summer Reading Program (SRP) ("Summertime and the Reading is Easy" is scheduled for six weeks from July 7 through August 13). Lynn reports: "attendance total so far is 182 people (136 children) As of this time last year that figure was 146." She reports the increase is due to the program being attended by JDDBS summer students. As of the meeting date, the librarian said there are no children signed up for the Reading Incentive

portion of the program. There is a “kite incentive” for the reading program which will hopefully encourage some readers. The trustees agreed to send a thank you letter to Mary Brown for her gift to the SRP.

E. Other Programs:

Computer Open House Program: Lynn reports eight adults attended these programs.

Two trustees also attended these workshops. There were many favorable comments about these classes. We have received requests to provide these again in the future. There was interest expressed in Microsoft Office Workshops on Monday/Tuesday evenings. Gayle Seip said she will check with her contact person to see if he can teach these classes in September and October. Cost will be \$5.00 per person per session.

Face Book: Julie Hunter called to our attention that Face Book has an age criteria and some of our users are underage. The librarian said she has notified Face Book. After discussion, the trustees requested that the librarian post an age restriction notice for all Social Networking. Julie Hunter has agreed to review our policy and made recommendations for updating if necessary.

We also discussed Norton Anti-Virus and that item is already in the budget.

OTHER: Thank you notes signed by the trustees and librarian have been sent to Steve Plante for the TV cart and to Marc Coffin for his leadership and instruction at the workshops.

The next meeting is scheduled for August 27, 2009 at 3:00 pm.

Meeting adjourned at 3:55 pm.

Submitted by Norma Kane, Secretary