

Hill Public Library  
TRUSTEE MEETING MINUTES  
August 27, 2009

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

Anne Ford, Chair, called the meeting to order at 3:00 pm.

1. OLD BUSINESS:

A. Secretary's Report: The minutes of the July 30, 2009 meeting were approved.

B. Treasurer's Reports: The August 26, 2009 Treasurer's report, along with the Summer Reading Program (SRP) report were reviewed, corrected and accepted. Gayle reported the SRP expenses totaled \$1,734.51. Checks for the Domain Renewal of \$14.97 and Norton Security for 2009 in the amount of \$109.99 have been issued. The remaining balance in the checking account as of August 26 was \$9,688.23. Gayle said she had submitted the Library's Investment Policy report to the state as required.

C. Friends' Report: Norma reported Open House will be held in conjunction with the J.D. Blake Open House, scheduled for September 10 at 6:30 pm at the Library. Lynn has made arrangements for a puppet show program. Next meeting is October 1.

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

Web Site - [www.hillpubliclibrary.com](http://www.hillpubliclibrary.com) Web site domain has been paid for a year.

Library Attendance: She reports that 343 patrons were served in August.

Summer Reading Program (SRP) ("Summertime and the Reading is Easy" held from July 7 through August 13) Total program attendance in 2009 was 284 as compared with 332 in 2008.

Lynn reports several reading logs were returned with 3,800 total minutes of reading time.

Tarah Gabert was the top reader with 720 minutes. The prize was a non-fiction book.

She reported program evaluation/reports for both the state and CHILIS have been completed and submitted.

School Program: The Monday School Program is scheduled to begin September 14.

We discussed encouraging student reading through a special program and Lynn will make recommendations to the trustees.

E. Other Programs:

Special Computer Program Classes: Gayle Seip said the minimum enrollment requirement would be six persons, and she is trying to get additional information from Newfound Computers.

Wish List: Gayle discussed a "Wish List" and what things the library could wish for such as art and craft supplies, special books, etc. We agreed that this was a good idea and that such a list could be posted on our web site and perhaps included on a membership drive by the Friends group.

Flowers for Sale: Lynn provided information that as far as she can determine from the

Bristol library, trustees are not prohibited from fund raising. Lynn has received catalogs where patrons can order flower bulbs with the only requirement being sending in the orders and money. There is no shipping or handling by the library required and the library would receive 50% of the money.

Face Book/Social Networks: Anne Ford brought copies of the Meredith Public Library Internet Access Agreement she had obtained for our review. This is being compared with the two Computer Use Agreements which are being used by our librarian at the Hill Public Library. The trustees and the librarian agreed to review these documents for any recommended changes.

Library Personnel Policy: Review of policies should occur annually and we agreed to review the Library Policy and have recommendations ready for our September meeting.

Julie Hunter has agreed to review our internet access policy and make recommendations for updating if necessary.

**OTHER:**

The New Hampshire Library Trustees are presenting programs in September and October, but none of our trustees will be in attendance.

A thank you note has been prepared for Mary Brown's cash gift to the library.

The next meeting is scheduled for September 24, 2009 at 3:00 pm.

Meeting adjourned at 3:45 pm.

Submitted by Norma Kane, Secretary