

Hill Public Library
TRUSTEE MEETING MINUTES
January 28, 2010

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

Anne Ford, Chair, called the meeting to order at 3:10 pm.

1. OLD BUSINESS:

A. Secretary's Report: The December 17, 2009 report was approved as written.

B. Treasurer's Reports: The Treasurer presented the final report through December 2009 showing a closing balance of \$14,192.32. It is noted this balance included \$461.40 collected by the library for lost books, copier and printer fees. Gail said the only line item overspent was for books and that amount was recovered from the copier & lost book-funds.

The January 2010 report was corrected to show that check 1091 payable to Lynn Christopher for travel in the amount of \$50 was voided since the State Library van now delivers to Hill. The closing balance was adjusted to \$10,573.45 reflecting this change. The trustees decided to keep this travel amount in the budget in case the state budget and delivery system changed in 2010.

Mrs. Seip presented an accounting of the Term Deposit Certificate for the Lane Fund, the Addison Fund and balance of Certificate 9103600587. She made the recommendation that each fund amount should be placed in individual certificates, to simplify accounting and also since combining the amounts would not result in increased interest. The trustees approved this recommendation. The treasurer's reports were approved as amended.

C. Friends' Report: The Friends Group mailed their annual membership letter using a tax roll list from the Selectmen's Office. Plans are being completed for the 2009 Hill Baby Book program scheduled for April 23 at 10:00 am. Their next meeting is scheduled at the library on March 18, 2010 at 3:00 pm.

D. Librarian's Report: Lynn Christopher provided a written report along with her commentary.

- **Web Site - www.hillpubliclibrary.com** Reported 128 hits to the date of this meeting.
- **Library Statistics for 2009 :**
- **Patrons: 6579 + 381 in 2008**
- **Computer Users 1971 (982 were adults)**
- **Circulation Matl. 3708 + 402 in 2008**
- **Interlibrary Loans (ILL)**
- **Borrowed 382 + 247 in 2008**
- **Loaned 109 + 21 in 2008**
- **January 2010:**
- **Patrons: 363**
- **Computer Users 101 (66 were adults)**
- **Circulation Matl. 275**
- **ILL (Satisfactory to date on deliveries & pickups.)**
- **Borrowed 36**
- **Loaned 8**

- **Library School Program:** There were no issues to report.
- **Library Volunteers:** Lynn reports the Core volunteer no longer comes to the library.
- **Meetings Held at the Library**
- **C. Robie Meeting Room** during regular library hours & after regular hours: The Hill Public Library (HPL) trustees, HPL library book group, and local Girl Scout troop continue to meet in the library. The Town Water Commissioners, Supervisors of the Checklist, Budget Committee and Planning Board all used the meeting room. Lynn indicated the people attending these meetings are not included in the library attendance records as meeting attendance is not reported to her.
- **Library Wish List:** Nothing to report.
- **Friends:** In response to the Friends' Annual Membership Mailing, Lynn has received a total of 57 membership applications and an additional \$235 since the Friends' January meeting. Lynn has also made arrangements for a "Mother's Day Fudge" fund raiser with the Mill Fudge Factory to begin early March. She reports there were eight (8) babies born in Hill in 2009, who will be invited to the April program.
- **Other :** Lynn reported that she had investigated the cost of a wireless router. To convert the entire network would cost \$500 - \$750 if the current PCs are compatible. A single wireless router would cost \$100 to \$200. She said a wireless connection would enable residents to use their own laptop computers at the library and increase library capacity without purchase of additional computers. The trustees decided this should be considered in the future along with computer replacement.

OTHER:

E. Other Programs:

Budget Meeting: Trustees, Gayle Seip, Norma Kane and Julie Hunter agreed and to attend and respond to questions at the public hearing on January 28. Gayle Seip said she would ask Martha Jordan to come and answer questions regarding history of the library.

Librarian Replacement Help: Lynn said Glen Bartis has completed the Criminal Records form. The form was sent to the Division of State Police.

Meeting adjourned at 4:40 pm. The next meeting is scheduled at the library on February 25, 2010 at 3:00 pm.

Submitted by Norma Kane, Secretary