

HILL PUBLIC LIBRARY
TRUSTEE MEETING MINUTES
March 25, 2010

Present: Julie Hunter Trustee
Gayle Seip Treasurer
Lynn Christopher Librarian
Norma Kane
Anne Ford
Melanie Waldvogel

Julie Hunter called the meeting to order at 3:20 pm.

OLD BUSINESS:

Secretary's Report:

The minutes of the February 25th meeting were reviewed and amended to show Item D. Librarian's Report, line 2 should read 213 total visits to date. Julie moved to accept the report as amended. The motion was seconded by Gayle.

Treasurer's Report:

Gayle reports that as of March 25th, the balance of the checking account is \$5,030.73. The balance for lost books, printer and copier fees is \$340.62.

At this time the budget was reviewed as to where \$7000 of cuts could be made. The following line items were cut: Librarian's travel allowance, copier repairs and supplies, staff education, and the Summer Reading Program. The Librarian's salary and Social Security & Medicare lines were affected by the decision to close the Library on Tuesdays. Julie moved to accept the Treasurer's report. The motion was seconded by Gayle.

Friends' Report:

The Friends' Report was given by Lynn and Norma. Norma reported that over \$1000 was raised through the annual membership mailing. The group received \$500 of Staples coupons because the printing of the mailing was done at Staples.

Lynn reported that she will continue as liaison between the Friends group and the Library Board. The Baby Book Program is scheduled for April 23rd at 10 am. The sixth grade class will be presenting the baby books this year as well as introducing meteorologist Josh Judge. A PowerPoint Presentation will be shown at this time.

Their next meeting is scheduled at the library on June 3rd, 2010 at 3:00 pm.

Librarian's Report:

The Librarian's Report was given by Lynn. She reports that the website received 105 visits in March and 318 to date. The library attendance and circulation figures are up from last month.

Patrons	533
Comp Users	102 (68 were adults)
Circ Material	404
InterLibrary Loans	
Borrowed	55
Loaned	7

Library School Program: There were no issues to report.

Meetings Held at the Library in the C. Robie Meeting Room during regular library hours & after regular hours:

The Hill Public Library (HPL) trustees, HPL book group, local Girl Scout troop, Library Book Club, Friends of the Library, The Town Water Commissioners and the Planning Board. Lynn reports that the library was closed on March 9 for Town/School elections.

Library Wish List: A new OPEN flag will be added to the library website.

Summer Reading Program: Due to the recent budget cuts, the Summer Reading Program will not be offered this year.

NEW BUSINESS:

The librarian is planning a craft for Wednesday April 28th, during school vacation week to coincide with National Kite month. Lynn will put together a flyer for the Friday pack and place the information on the website.

OTHER BUSINESS:

Due to the recent budget cuts, replacement help for the library will not be needed. The library will be closed when the librarian is unavailable. Also, it was decided to not replace the flag, but to list the need for a new OPEN flag on the website.

Both Norma Kane and Anne Ford returned the Red Books and keys. Julie was given a book and key and the remaining book and key will be held at the library for the new Trustee.

Norma handed over all her records pertaining to library business to be held in the library and used as needed.

Julie moved to adjourned at 4:25 pm. The motion was seconded by Gayle. The next meeting is scheduled for April 29, 2010 at 3:00 pm.

Submitted by Julie Hunter