

Board of Trustees
Pelham Public Library
August 21, 2013 Meeting Minutes
Approved at the September 18, 2013 meeting

Call to Order: The meeting was called to order by Lori Adams at 6:00 PM.

Members present: Susan Snide, Lori Adams, Robert Atwood, Angela Hinkle, Carolyn Thompson.
Others present: Corinne Chronopoulos, Director

Daniel Guimond and Dave Cates, from the Pelham Budget Committee, came to visit the Board in order to give preliminary advice regarding the library budget. Corinne and the Board made a point to emphasize the savings that the library provides for the town in terms of technology education, employment assistance (such as help with cover letters and job searches), downloadable books, small business references, museum passes, and activities for children, among other things. Corinne also presented the data regarding how many townspeople utilize the libraries services. The Capital Improvement Plan was also touched upon briefly.

After the presentation by Corinne and the Board, the group focused on the salary increases proposed in the budget. Dave and Dan inquired about using the trusts to cover the salary, but the Board pointed out that that would only cover a one-time increase, instead of beginning to bridge the serious gap in pay between Pelham Library staff and that of comparable towns. Dave and Dan also discussed with the Board the possibility of reducing the legal line to \$1 and including more data in the report to back up the Board's budget request. Based on feedback, Corinne and the Board looked for ways they could minimize the impact on the taxpayers, finding a couple of places where they could reduce budget lines, lowering the overall increase to 5.65

Approval of Agenda:

A motion to accept the agenda was made by Carolyn Thompson and seconded by Susan Snide. Motion passes 5-0-0.

Secretary's report:

The minutes for the July 17, 2013, and July 27, 2013 meetings were reviewed. Motion to accept the minutes as amended was made by Carolyn Thompson and seconded by Susan Snide. Motion passes 5-0-0.

Treasurer's report:

The July, 2013 Treasurer's report was reviewed.

For July:

The beginning balance of the trustees' bank account was \$11,678.79.

Deposits of \$588.60 were made in July.

Expenditures of \$450.00 were made during the month.

The end of the month balance in the account was \$11,817.39.

Carolyn Thompson made a motion to accept the July Treasurer's Report, seconded by Robert Atwood. Vote in favor 5-0-0.

Director's Report:

Building/Equipment Maintenance:

Corinne reached out to John Killian about a quote for painting near the stairs, but she will have to seek quotes from other contractors if she does not hear back soon.

A small, wooden table was purchased with new equipment funds to replace a heavy metal table in the children's area.

The Board voted on purchasing wall decals to decorate the teen space. Susan Snide made a motion to spend \$71.90 from Fines and Fees, seconded by Angela Hinkle. Vote in favor 5-0-0.

FLIP: The Gala event, Around the World in 80 Days (with savory items and entertainment) has been set for February 7, 2014 with a snow date of February 14th. FLIP has a table at Old Home day where they will be doing a craft, and library staff will attend for part of the day to promote the library and sign people up for cards.

Programs/Resources:

Susan Kremenski and Steve Hayes are the Pelham Robotics Club coaches; both have signed a contract and met with Corinne about library policy and expectations. The team kick-off is August 22nd. Corinne will continue to serve as advisor to the group and occasional team-building coach.

Debbie, Annie, and Corinne will be meeting to discuss realistic goals for fall planning for the current staff level and budget, trying to adapt to the demand for programs for all ages.

Grants:

The library has been awarded the Pelham Community Spirit grant in the amount of \$600 to fund a children's puppet show in the fall, which will be presented at the August 21st Concert on the Green. Corinne is also looking into a storyteller.

Outreach:

Corinne has begun to attend the monthly Pelham Economic Development Committee lunch. She is helping them at a meet-and-greet event in September. She committed to growing the print resources for small business owners at the library, creating a page on the website pointing to many resources online, advertising PEDC events at the library, and hosting monthly workshops for small business.

Corinne has been nominated as the VP for the Reference and Adult Services section of the NH Library Association!

The library will also be reading Martin Luther King's "I Have a Dream" speech on the lawn on August 28 to commemorate the 50th anniversary of the march on Washington. The reading will begin at 2:30 PM.

Staff Updates:

Request for Non-Public Session to discuss staff updates

A motion to enter **NON-PUBLIC SESSION** under the provisions of NH RSA 91-A:3 II (a) Personnel was made at 7:46 PM by Carolyn Thompson and seconded by Angela Hinkle. Vote in favor 5-0-0.

Roll call: Lori Adams – yes; Susan Snide – yes; Robert Atwood – yes; Carolyn Thompson – yes, Angela Hinkle – yes, Corine Chronopoulos – yes

Carolyn Thompson made a motion to exit non-public session at 7:53 PM, seconded by Angela Hinkle. Vote in favor 5-0-0.

Carolyn Thompson made a motion to seal the minutes, seconded by Angela Hinkle. Vote in favor 5-0-0.

Adult Services Librarian Report:

Programming:

The library hosted a Civilians of Gettysburg presentation. New Hampshire Humanities Council Presenters Lew and Ginny Gage arrived in period dress to talk about the civilian experience during the Battle of Gettysburg. The event took place on July 2, the 150th anniversary of the fighting through the town center by the two armies. Fifty people attended, a third of which were children and teens! Annie hopes to have more events like it, due to its success.

The Read to the Center of the Earth event was a passive event. Annie challenged adult readers to participate in the summer reading program by seeing who could read their way to the center of the earth the fastest. 4,000 miles was translated into 4,000 pages by August 6. So far, five people have reached that mark, and another sixteen are participating. Prizes have been given to the people who have reached the challenge goal, and all participants will get a prize at the end of the Summer Reading program (Aug. 6).

The Idle Hands Craft group had its best meeting to date in July, when Annie had eight people decorating light switch plates with vintage illustrations. It was the same evening as a Boy Scout troop meeting, so other moms were able to stop in and see what we were doing.

Upcoming Programs:

(Scrabble and Knit groups meet weekly)

August 7: Library Hour

August 8: Privacy Round Table

August 12: Anime Club

August 13: Groundbreaking People Discussion

August 15 – Steampunk Flash Drive (Teen event)

August 20: Book Club – Revolutionary Road

August 21: Library Hour

August 22: Idle Hands Craft Group – Pillowcases and Stencils

August 28: Let Freedom Ring Day

Other Projects:

Pelham Reads is continuing to run smoothly, evidenced by the fact that all copies of August Gale have been picked up by patrons from locations around the town, and word is being spread that Ms. Walsh will be visiting in September.

Due to patron feedback, Annie is in the process of planning new tech classes that focusing on the Internet, social media, and Microsoft Office products. She also plans to conduct technology classes at the Senior Center, allowing for greater use of our Mobile Technology Lab in terms of training purposes.

Children's Services Librarian Report:

- **The summer reading program “Dig into Reading” was in full swing this month.** Our weekly themes included “Just Dig It!” which revolved around digging and gardening; week 2 was “Burrowers” and we talked about animals that live underground; week 3 “Dig into the Past” had dinosaurs as a theme; week 4, Digging for Treasure” was a fun week of talking about pirates and buried treasure; week 5 was “Big Diggers” and we learned about lots of construction vehicles, a real favorite topic with many of the children! Week 6 is for our annual special events: “Watermelon Day, “Water Day” and the SRP Finale.

- **The library currently has 230 children registered for the summer reading program, including the teens registered for the YA summer program.** This number is lower than in past years perhaps due to the missed opportunity of signing up children and Teens at the opening event, Concert on the Green with the Cocobanana Band, which was cancelled due to the weather. Attendance at weekly story times and special events has been very good.
- The children were given the opportunity to sign reading contracts at the beginning of the summer. Each child filled out a contract pledging to read a certain number of books over the summer. The contract was signed by both the child and a librarian “legalizing” the contract. Then at each visit to the library the child reports how many books he/she had read and their contracts are marked with that number of stamps. The reward for completing the reading pledges is a reading medal. Corinne and Debbie will be awarding medals at an event in mid-August. 147 contracts are being actively used by 101 children!
- **This summer a group of students from Memorial Middle School is participating in a summer reading program.** The kids and their teachers walk to the library each Tuesday morning for a games, story and crafts. Week 1 we decorated tee-shirts so that they would have their own special shirt to wear. The staff members and kids seem appreciative of an opportunity for the kids to get out and interact within the community.
- On Wednesday evening, July 10th, from 7:00-10:00 pm Corinne and Debbie, along with some teen volunteers, welcomed a group of 20 7-9 year olds into the library for an “after hours party”. The kids brought their sleeping bag and a flashlight and were told they could also wear PJ’s if they liked. There were sleepover party games and activities like eating pizza and s’mores, playing crazy games like “Penny Golf”, “Eraser Bowling” and Jenga, painting rock people, and a Bubble Gum Blowing Contest. A group Scavenger Hunt throughout the library was one of our final events. About a half hour before parents arrived to pick up their kids, everyone was instructed to take their sleeping bags and flashlights and find a quiet spot anywhere in the library to snuggle in for “bedtime reading.” We dimmed the lights and quiet, of a sort, ensued. The kids loved the chance to now be in the darkened library and it provided an opportunity to settle everyone down a bit before parents arrived. Many parents reported how much their child enjoyed the event, so the library will be hosting this again next year!!
- **Unfortunately, for the first time ever, “Big Truck Night” was cancelled due to heavy rain and thunderstorms.**
- On July 17 there were 27 kids and counselors who included the library in their visit to the Village Green to play a library game and then do a painting craft. This increased exposure to some children who are not current library patrons.
- **Watermelon Day** was successfully celebrated at the library on Tuesday, July 30th. There were 57 kids and family members on the side lawn of the library enjoying juicy watermelon, making watermelon visors and fans in honor of the beautiful sunny day, playing games like Watermelon Bowling and Tic-Tac-Toe, doing a fun relay race called “Harvest the Watermelons” and visiting the beautiful, healthy Children’s Garden. Thanks Mother Nature for finally co-operating!

Upcoming Events for August, 2013:

- Friday, August 2nd- “Water Day”
- Tuesday, August 6th – “Summer Reading Finale Concert featuring Steve Blunt and Family Dessert Night”
- Monday, August 12th - Teen Anime Club

- Friday, August 16th - “You Did It!” event awarding medals to all who successful, or came close, to fulfilling their summer reading contracts.
- Wednesday, August 21st – Red Cross Babysitting Course

Unfinished Business:

The Board conducted a budget review. Corinne will be making amendments that allow the Board to work towards the urgent goal of creating equitable wages for library employees.

Carolyn Thompson made a motion to accept the amended budget, seconded by Angela Hinkle. Vote in favor 5-0-0.

New Business

The Board agreed to look into how other towns handle contracts for library employees by doing research and reaching out to the Chair of the New Hampshire Library Trustees Association

A library patron, also a Girl Scout, put in a proposal to complete her Gold Key project for the library, creating a pergola to shade the garden area. The Board is inviting the young woman to a meet-and-greet to answer questions and share more details about the project.

The Board discussed whether or not the Molly Hobbs room could be used by for-profit organizations, as well as what constitutes a for-profit organization. Library policy specifically states that the Molly Hobbs room may only be used by non-profit organizations or groups.

Public Meeting Adjourned: The meeting was adjourned by Carolyn Thompson, at 8:28 PM, seconded by Lori Adams. Vote in favor 5-0-0.

Next Public Meeting: Wednesday, September 18, 2013 at 6:00 pm, Pelham Public Library

Respectfully submitted,

Angela Hinkle
Secretary, Board of Trustees