

Board of Trustees
Pelham Public Library
Draft July 17, 2013 Meeting Minutes
(To be approved at the August 21, 2013 meeting)

Call to Order: The meeting was called to order by Carolyn Thompson at 6:04 PM.
Members present: Carolyn Thompson, Lori Adams, Robert Atwood, Angela Hinkle
Others present: Corine Chronopoulos, Director

Approval of Agenda:

A motion was made to accept the agenda was made by Carolyn Thompson and seconded by Lori Adams. Motion passes 4-0-0.

Secretary's report:

The minutes for the June 19, 2013 meeting were reviewed. Motion to accept the minutes as amended was made by Carolyn Thompson, seconded by Robert Atwood. Motion passes 4-0-0.

Treasurer's report:

The June 2013 Treasurer's report was reviewed. According to Corine, the library budget is right on target.

For June:

The beginning balance of the trustees' bank account was \$9,540.62.

Deposits of \$2,408.68 were made in June.

Expenditures of \$270.51 were made during the month.

The end of the month balance in the account was \$11,678.

Petty Cash: \$24.47 was spent, leaving \$0.10.

Carolyn Thompson made a motion to accept the June Treasurer's Report, seconded by Robert Atwood. Vote in favor 4-0-0.

Director's Report:

The June Director's report was reviewed.

Budget: The annual budget will be presented to the Board Of Selectmen on August 13, 2013.

Building/Equipment Maintenance:

John Killian will deliver a quote for the paint work soon. He will complete work in late August.

FLIP: Membership is starting to grow! Large thanks to the museum pass restrictions.

Programs/Resources:

Library card holders are up by 5%. Circulation has increased by 2%. Program attendance and Summer Reading participation has increased by almost 35%.

Device boards were created for both floors to promote circulation.

Changes from the Affordable Healthcare Act are right around the corner, and the library is making preparations to act as a resource for information for patrons. During the next staff meeting, staff will be trained on what information they can point patrons to. Staff will not be providing guidance on which plan to choose.

Corinne and Annie worked on developing a better core collection of LGBT materials to make up for the previous underrepresentation.

Grants:

The library did not win the DML grant, but Corinne will try again armed with new knowledge about the level of competition.

The library did receive the NASA Summer of Innovation grant. Steve Hayes will likely return as coach, after an interview and CORI check, and he may help locate a second coach.

Corinne is applying to a Pelham Community Spirit grant to fund a children's puppet show in the fall.

Outreach:

After a visit by Corinne to the Senior Center to check on how library visits are going, the findings show that it remains popular. Director Sara Landry is helping publicize events. They are doing a book club at the center and will read August Gale as part of Pelham Reads.

Staff Updates:

Staff are very busy, but handling the volume very well.

Corinne will be on vacation from August 3rd through August 10th. Lucie has agreed supervise, with comp time. Request for Non-Public Session to discuss other staff updates.

Carolyn Thompson made a motion to accept the Director's Report, seconded by Lori Adams. Vote in favor 4-0-0.

Non-public

Carolyn Thompson made a motion to enter non-public session at 6:36 PM, seconded by Angela Hinkle. Motion in favor 4-0-0.

Roll call: Susan Snide– no; Carolyn Thompson – yes; Lori Adams – yes; Robert Atwood - yes; Angela Hinkle – yes; Corinne Chronopoulos – yes

Carolyn Thompson made a motion to exit the non-public session at 6:39, seconded by Angela Hinkle. Motion in favor 4-0-0.

Carolyn Thompson made a motion to seal the non-public minutes at 6:39, seconded by Angela Hinkle. Motion in favor 4-0-0.

Adult Services Librarian Report:**Programming:**

The library conducted several successful events covering a range of topics. 27 people attended to meet author and avid bird-watcher Eric Masterson give tips on how to find rare birds, as well as view his photography.

Several of the Idle Hands Craft Group (IHCG) members assisted with a Drop-In craft where kids could decorate rocks to go in our community garden, meeting back up later for more advance rock painting. 65 kids and adults joined. This craft raised awareness of the garden as well as the IHCG meetings.

Summer Reading began on June 24. For Adult Summer Reading, Annie set up a "Read to the Center of the Earth" challenge, in which patrons are challenged to read their way to 4,000 pages by 8/6/13. The staff has been engaging patrons

directly to tell them about the challenge, and a social media campaign is also being utilized to promote participation and friendly competition.

Upcoming Programs:

(Scrabble and Knit groups meet weekly)

July 2: Civilians in Gettysburg (50 attendees)

July 10: Library Hour

July 15: Anime Club (with guest artist Kris Carter from Harrison's Comics in Nashua)

July 16: Groundbreaking People Discussion

July 23: Book Club – Fahrenheit 451

July 24: Library Hour

July 25: Idle Hands Craft Group – Light Switch Plates

July 29-August 2: Pelham Stories Week

Other Projects:

Marketing programs through handouts, e-mail newsletters, and directly inviting patrons is driving attendance increases. Many patrons mention that they have heard about events through their e-mail, since MailChimp newsletters were instituted. Patrons are starting to interact more with the library's Facebook platform. Event photos are posted there, which builds a sense of inclusion even if some people weren't able to actually attend.

About 10 copies of August Gale have been borrowed since the beginning of Pelham Reads,. Additional Library Box will be placed around town soon, and the library will increase the press surrounding this event.

Young Adult Services Report

21 teens are currently signed up to participate in Summer Reading, four of whom signed up using the online Teen Summer Reading form.

On June 20th **Debbie and Kevin** visited Pelham Memorial to hand out calendars to the 8th graders to generate interest in the "Graffiti at the Library" program for July 9th and increase awareness of the summer reading program. They also mentioned the availability of the iPads.

Underground Music Station was set up in the YA area so teens can listen to music through the iPad and experience the downloaded apps.

Upcoming Events planned for July:

July 9th: Graffiti at the Library! Teens will be able to use street chalk, and spray paint with canvas to create and display their street art with these materials. While also being able to create their own tie-dye T-shirts.

July 15th: Anime Club. Chris Karter from Harrison's Comics will be coming to give a presentation for the hour.

July 25th: Shark Day! We'll be making jaws crafts from paper plates and decorating cupcakes while watching a film in the Molly Hobbs Room.

Children's Services Librarian Report:

The week of June 17- 21 was the official start of registration for this summer's program; however, registration will continue throughout the summer. During this week-long event, a.k.a "Popsicle Week", over 100 children registered.

The TAG group had their end-of-year party on June 12th. Debbie and Kevin supplied food and ran a talk about the “year-in-review,” including what TAG might want to change, and idea development for next year began. 17 teens signed a sign-up sheet for kids who are interested in TAG for 2013-14.

“Daddy and Donuts” story time group’s final get-together was on Saturday, June 1st. The theme for this story time was “Here Comes Summer!” and 11 library patrons made crafts, sang songs, and read stories related to the theme. Our SRP kick-off event ‘Summer Concert on the Green’ with the Cocobanana Band was cancelled due to rain. The Community Spirit Group has offered to sponsor the last summer concert on Wednesday, August 21st and will provide free sundaes to all of the kids who registered and participated in the Summer Reading Program.

Our Drop-In Craft for June was “Painted Rocks”. This program was a huge success with 60 participants in 2 sessions of this event! Carolyn Thompson, Annie Seiler, and Debbie collaborated to provide paint, decoupage materials, and rubber stamps so that children of all ages could decorate rocks of their choice for the Kid’s Garden.

Saturday, June 1st – Daddy and Donuts Story Time- final program until the fall

Friday, June 3rd- Class visit from Middle School

Tuesday, May 7th - “Tuesdays with Stories” Children’s Book Group

Tuesday, May 7th - “Plant a Row for the Hungry” gardening program

Wednesday, May 8th - TAG Meeting

Thursday, May 9th- Mother’s Day Drop-In Craft

Monday, May 13th - Teen Anime Club

Tuesday, May 14th - “Tuesdays with Stories” Children’s Book Group

Thursday, May 30th- Garden Build

Carolyn Thompson made a motion to accept the Adult Services Report, Children's Services Report, and Young Adult Services Report, seconded by Angela Hinkle. Vote in favor 4-0-0.

New Business

Corinne presented detailed information about salaries from comparable towns to the Board to give the an informed perspective as they discussed the 2014 budget. The Board has two priorities moving forward on the budget, ensuring a legal line and maintaining a high-performing, qualified staff so the library can continue to provide high levels of service to the community. The Board will be meeting again prior to presenting the budget to the Board of Selectmen, and the public will be notified in advance of that meeting.

Carolyn Thompson made a motion to accept Lucie's new title of Circulation manager, seconded by Lori Adams. Vote in favor 4-0-0.

There was no update on the internet filters. If nothing has happened by the next Board meeting, the Board will discuss next steps.

Public Meeting Adjourned: The meeting was adjourned by Carolyn Thompson, at 9:03 PM, seconded by Angela Hinkle. Vote in favor 4-0-0.

Next Public Meeting: Wednesday, August 21, 2013 at 6:00 pm, Pelham Public Library

Respectfully submitted,

Angela Hinkle

Secretary, Board of Trustees