

**Library Trustees Meeting – Minutes  
April 8, 2016**

Called to order 3:34 pm

**Present:** Dawn Hall, Dana Cassell, Tom McCorkhill

**Bills presented and paid:**

FairPoint Communications (phone & internet) - \$106.25

Baker & Taylor (books) - \$124.96

**Treasurer's Report:**

Opening balance on March 11 = \$3,914.52

Income = \$0.03 checking account interest

Balance after April bills paid = \$3,683.34

Savings Account balance as of March 31 = \$2,336.11

Wells Fargo Investment Account as of March 31 = \$17,280.26

Required Business/Entity Information reported to Wells Fargo via phone on April 7, 2016.

**March minutes** not present so not read and approved.

**Reviewed mail** received since last meeting, which included a thank-you card from the school students receiving dictionaries.

**Library circulation totals for March 2016:**

Total books - 72

DVDs - 10

References - 0

Computer users - 19

Total patron visits - 56

Visitors - 4

New cards issued - 0

Cash receipts - \$4.25

**website stats for March 2016:**

Visits - 30

Unique visitors - 28

Page views - 52

Average time per visit - 00:00:27

**Calendar:**

Nothing to report

**Old Business:**

Wells Fargo - Dawn will once again call to confirm missing item on her information form.

Phone lines - nothing from FairPoint; current bill shows no change so Tom will follow up to have inactive removed.

Unattended Children's Policy - Approved; will be posted in Library and Dawn will send file to Dana for publishing to website.

**New Business:**

KBA Grant/summer programming - Grant has been approved; Wizard of Oz likely program selection.

New Stratford book - Discussed *Discovery in the Attic* and possible author visit during Fantastic Fridays – Tom will explore possibility.

Donated books at Town Hall - Tom has picked them up.

Fitzwilliam Library court case - Discussed need to be sure any donations or item sales that might have future historic or other value are accompanied by receipts showing transfer of ownership and any payments, whether transfer is citizen to Library or Library to citizen.

CLiF Rural Grant - Tom will see if we are eligible.

Next meeting date will be a week early: May 6, 2016, at 3:30 pm

Meeting adjourned 4:15 pm.

Respectfully submitted,

Dana K. Cassell