

**Library Trustees Meeting – Minutes
May 6, 2016**

Called to order 3:34pm

Present: Dawn Hall, Dana Cassell, Tom McCorkhill

Bills presented and paid:

FairPoint Communications (phone & Internet) - \$106.21

Amazon (DVDs) - \$51.96

Quill Corp (supplies) - \$55.98

NH Library Trustees Assoc (dues) - \$90.00

Treasurer's Report:

Opening balance on April 8 = \$3,683.34

Balance after May bills paid = \$3,379.19

(incomplete because April statement not yet received).

April minutes read and approved.

Reviewed mail received since last meeting.

Library circulation totals for April 2016:

Total books - 69

DVDs - 9

Reference - 0

Computer users - 22

Total patron visits - 57

Visitors - 13

New cards issued - 2

Cash receipts - \$8.40

Web Stats for April 2016:

Website visits – 68

Unique visitors – 62

Page views – 120

Pages per view – 1.76

Average time per visit – 00:01:01

Calendar:

There will be a delay in opening on Thursday, May 12, until 11 a.m., as Tom has a dental appointment and Marty cannot cover.

The Library will close on Memorial Day, May 30.

Old Business:

Wells Fargo – Reviewed Dawn's completed form, which Tom will forward to Wells Fargo

Fairpoint – Tom is still trying to get through to someone who can address our questions re the extra phone line. Promised return calls have not come in.

New Business:

Robin's oath of office – Still waiting for her to become official. She had said via email that she would try to be there tomorrow.

Kids room door – Because of Safety Commission's recommendation, the door will be shaved to allow

smoother movement over the rug.

Author Rosalie Rymarski – She sent us two copies of her book, *Discovery in the Attic*, one of which will be kept for use in the Library, the other for circulation. Rosalie is in discussion with the Historical Society about coming up to talk about her book, possibly during Alumni Weekend.

Hampstead Stage Company & Emma Dean – They are expected to appear on the same program during a Fantastic Friday.

CliF Grant Rural Libraries – Tom has sent in the application.

Announcement flier – Tom will send one to school and newspapers for summer schedule columns

Trustee Orientation, June 18, in Hookset – Dawn will attend.

Extending hours – Began discussion about extending to 21 hours per week next year, with 8 hours on Fridays.

Goal – Establish collection development policy, including gift policy per last meeting's discussion, with approval by September. Dawn will bring draft of opening demographics to next meeting.

Next regular meeting date: June 10, 2016, at 3:30 pm

Meeting adjourned 4:26 pm.

Respectfully submitted,

Dana K. Cassell