

**Library Trustees Meeting – Minutes
July 15, 2016**

Called to order 3:32 pm

Present: Dawn Hall, Dana Cassell, Robin Scott & Tom McCorkhill

Bills presented and paid:

FairPoint Communications (phone & Internet) - \$106.19

Hamstead Stage Co. (program) - \$375.00

Emma Dean (program) - \$50.00

Amazon - DVDs, printer toner (supplies) - \$117.40

June minutes read and approved.

Treasurer's Report:

Opening balance on June 10 = \$3,042.01

Balance after July bills paid = \$2,783.45

Library circulation totals for June 2016:

Total books - 112

DVDs - 23

Reference - 1

Computer users - 30

Total patron visits - 84

Visitors - 12

New cards issued - 2

Cash receipts - \$11.96

Web Stats for June 2016:

Website visits – 32

Unique visitors – 30

Page views – 83

Pages per view – 2.59

Average time per visit – 00:00:48

Reviewed mail received since last meeting.

Calendar:

Tom will take his vacation August 26–Sept. 5. Marty will cover every day, but will likely be able to be on duty only for 5 hours on Thursday, Sept. 1. Tom will post hours.

Old Business:

Dawn attended the Trustee Orientation in Hooksett on Saturday, June 18. She shared information about the library budget needing to show all funds expended, all revenue not just town finds. Town should pay 25% of budget quarterly per RSA. We need a safety plan and disaster plan in place...check to see if the town's disaster plan includes the library. Approved minutes are supposed to be posted on the website and they are. Fair compensation for employees should equal at least the cost of living or similar to what town employees get.

Wells Fargo – Robin will call and verify

FairPoint – Was renewed in November as part of the town....needs to be separated. Tom will share contact info with Dawn. Dawn will make contact via email or phone call.