

**Library Trustees Meeting – Minutes
March 9, 2018**

Called to order 3:31 pm

Present: Dawn Hall, Dana Cassell, Tom McCorkhill

Bills presented and paid:

FairPoint Communications (phone & Internet) - \$60.85

Amazon (Books, DVDs, Swiffer) - \$112.85

Treasurer's Report:

Opening balance on January 12 (last report) = \$4,596.03

Deposit on January 16 - Town of Stratford for Appropriated Funds 2017 balance = \$1,940.75

Income = .10 interest

Checkbook balance after March bills paid = \$6,363.18

Savings account balance as of December 31, 2017 (issued quarterly) = \$2,336.52

Edward Jones Mutual Funds Report as of February 23, 2018 = Ending Value \$20,908.38

January minutes read and approved.

Mail: None to review.

Calendar: No changes through next meeting

Library circulation totals for February 2018:

Total books - 216

DVDs - 177

Reference - 0

Computer users - 26

Total patron visits - 66

Visitors - 17

New cards issued - 0

Cash receipts - \$2.25

Web Stats for February 2018:

Website visits – 59

Unique visitors – 30

Page views – 109

Pages per view – 1.85

Average time per visit – 00:01:58

Old Business:

Edward Jones called to explain they needed to sell shares to pay off Wells Fargo fees during account switch.

Summer Programming – Discussed possible speakers. Tom will explore grant for a Saturday morning program during Saturday on the Common

Auditor review of books February 20–22 – No problems. Auditors reported not finding the bank statements, but they were in the folder, so were simply overlooked.

New Business:

Open Trustee Position – Wayne Hall has put his name on the ballot.

State Library Reports – Discussed; Tom said they are all up to date.

Furnace room/storage – Per Town Office request, Tom removed boxes of books from furnace room and placed on shelves now provided.

Toilet issues – Discussed problem with patron consistently clogging toilet. Chester and plumbing company ran snake but found no apparent problem.

Fantastic Fridays changing to Saturdays 11:00 am to 1:30 pm – Library will not be open.

Employee Evaluation/Raise – Discussed, especially possible outreach opportunities. Raise will take effect after Town Meeting.

Next regular meeting date: April 13 at 3:30 pm.

Meeting adjourned 4:10 pm.

Respectfully submitted,
Dana K. Cassell