

Olive G. Pettis Library, Goshen, NH
Minutes of Trustees Meeting
August 21, 2012

1. Roll call and approval of agenda

Present: Mary Wirkkala, Chairperson; Don Bailey, Vice-Chairperson; Jonathan Purick, Trustee; Bea Jillette, Alternate Trustee; Lilyan Wright, Alternate Trustee; Cynthia Phillips, Librarian; Bonnie Belden, Secretary
Absent: Steve Belden, Treasurer

The meeting was called to order at 6:30 p.m. by Mary Wirkkala. The agenda was approved.

BUSINESS:

- 2. Review minutes of July 17, 2012:** Two minor changes were made. Minutes were adopted.
- 3. Treasurer's report:** Treasurer Steve Belden was absent, but sent a report. Balance is \$5637.88. The treasurer's report was accepted.
- 4. Correspondence:** Lilyan Wright made a donation of \$200 in memory of two friends, Paul Barrett and Fred Trommsdorff.
- 5. Report on activities completed, in progress, scheduled, and to be scheduled:**
 - a. Disposition of FOL CD account:** Heather Peckham picked up the letter giving her permission to close out the FOL CD, and she will be closing it in the near future.
 - b. Engraving memorial plaques:** The plaques in memory of David Pavlik, Thelma Carrick and Art Jillette were picked up and have been mounted in the library.
 - c. Creation of sign with library hours:** There is no progress on this as yet.
 - d. Library logo signs:** Library logo signs have been put up on both the north and south sides of town by Don Bailey. Posts were erected by Kevin Bevilacqua and his assistant.
 - e. Maintenance of trustee's part of website:** Jonathan is still working on learning how to do this and is nearly ready to take it on independently.
 - f. Disposition of Oki printer:** The ad on Craig's list has expired and needs to be renewed.
 - g. Options for replacing library computers:** Jonathan and Steve will go to WinCycle and price out computer towers. Trustees gave authorization for them to purchase 3 towers and software for them. Bonnie moved that the expense not exceed \$1000. Don seconded. Motion passed. It is hopeful that this can be done as soon as possible at the beginning of the school year so that students can use them after school.
 - h. Cleaning the bronze plaques on war memorial:** Although the memorial is on the library grounds, it seems it is most likely the responsibility of the town. Since the cost is going to be so high to have it done and doing it ourselves would be very labor intensive, it seems best to inform the selectmen of what we have found out through our investigation and to leave the situation in their hands. Don will attend the selectmen's meeting on Monday the 27th to inform them of our findings.
 - i. Mike Pride presentation on August 23:** Refreshments will be provided by trustees: Lilyan-donut holes; Bea-lemonade, Bonnie-veggie platter; Don-ginger ale; Jonathan-zucchini boats. We'll bring our own folding chairs and be here at 6:00 to help set up. Don moved that Mike be paid \$100 for the presentation. Jonathan seconded. The motion passed.
- 6. Action items distilled from NHLTA conference in May:**
 - a. Long range and strategic planning:** Bonnie provided a summary of the long term planning meeting held in 2008. It was decided to move ahead with attempting to determine

goals. Bea suggested having a special meeting devoted ONLY to discuss these goals. This meeting will be scheduled at the next regular meeting, due to many schedule conflicts. We'll develop some tentative goals and then bring in some members of the public to share our ideas. Once goals have been developed, we'll use them to guide the following activities.

- b. **Applying for grants from foundations**
- c. **Preparing a calendar of events to attract volunteers and resuscitate the FOL**
- d. **Preparing other materials for marketing the library**
- e. **Policy on selection of materials:**
- f. **Preparing a fundraising/ "annual donation" mailing:** Bea has drafted a letter for this purpose. The letter was reviewed. The letter informs the public of the various activities and efforts that are in progress and gives a "wish list." Raffle tickets will be included in each mailing. Two \$50.00 prizes will be drawn. The goal is to have the letter in the mail by October.

7. Librarian's report:

- a. **Summer Reading Camp:** There was much community support, with every day featuring one or more guest speakers. Twenty-five children attended. The hours were convenient for people who work. The camp was a huge success! Those who contributed were: Sandy Sonnichsen, Bea Jillette, Lilyan Wright, Elaine Bevilacqua, Meredith Lunn, Joan Hoffman, Jim and Mary Grenier, Bob Bell, Russell Lamson, Fred Drend and his grandson, Gary Dennis, Steve Belden, Bonnie Belden and several high school students who served as assistants.
- b. **Teen/YA Council programs:** Deborah Scranton postponed her presentation. McAuliffe/Shepard Museum staff also postponed their stargazing presentation due to the cloudy weather. Since the program is prepaid, the teens are determining how to use the money. Two options are rescheduling or getting passes to the museum if the program can't be rescheduled. Hunger Games movie and costume party will be held this Saturday, August 25. This will be accompanied by a food drive. Attendees coming in costume or bringing canned food donations will receive a raffle ticket. The movie starts at 7:30.
- c. **Mike Pride—Civil War presentation:** This item was discussed previously, under *Report on activities completed or in progress*, item 5.i above.
- d. **Saturday Storytime:** This will be continued into the fall on Saturday mornings, but there will be only one session instead of two. The two age groups will be combined. Cyndi would like different "guest" readers.
- e. **Legos:** Used legos were purchased and will be used in the after school program. Cyndi proposed the idea of possibly having one day a month for Lego constructions.
- f. **ARSL Conference** is Sept. 26 through 29 in Raleigh, NC. The cost is \$220. There are additional costs for hotel and mileage. Cyndi will attend if there are no conflicts. Coverage is needed for 25th through 29th. Trustees are needed to help the substitute with after school students from about 2:30-4:30.
- g. **Library collection:** There have been a number of requests for specific books from patrons.
- h. **Special volunteers:** Volunteer appreciation gifts were discussed and will be given to our special volunteers.

8. **Discuss Cyndi's suggestion of asking for an assistant for next year:** This will be discussed next time.

9. **Discuss changes to Operational Policies:** We will postpone until next meeting.

10. **Other business:** none

11. Adjournment: The meeting adjourned at 8:50 p.m. The next meeting will be on Tuesday, September 18 at 6:30.

Respectfully submitted,

Bonnie Belden
Secretary