

## **Exeter Public Library Trustees Minutes May 16, 2017**

Present: S. Canty, L. Haslam, M. Lafreniere, D. Leonard, M. McEntee, J. Peschel, P. Sears, L. Wilson, B. Young, H. Godino

### **Call to Order:**

- 6:30 pm. Barbara opened the meeting with a roll call.
- The minutes of the April 2017 Trustees' meeting were accepted.
- Barbara announced that Jim had had some questions regarding the EPL and these questions would be discussed as the meeting progressed through the various agenda items. She handed out a copy of the library organizational chart.

**Correspondence:** Barbara passed around a thank you note from the staff to the Trustees concerning the staff appreciation luncheon.

### **Directors Report:**

Family Story Times for all ages are on Mondays and Thursdays at 11:00am, and Story Time for ages three and up is on Tuesday and Wednesday at 10:00 and 2:00.

On Saturday April 29, the Children's Room joined "The Celebrate the River Day" in Founders Park with the children planting a variety of wild flowers in clay pots they decorated. They all took their plantings home to enjoy.

The sewing group on April 26<sup>th</sup> lead by Children's Room staff member Margaret Lima was so successful they will meet again on May 23 to hand sew.

In honor of Memorial Day, the Children's Room will have a special art project the week of May 22<sup>nd</sup>. The children will be making paper flags to wave during the Memorial Day Parade.

The Great Stone Face nominees are on display in the Children's Room. Fourth and fifth grade children choose the winner of the award.

We have started "Dewey's Number of the Week" when a different number from the Dewey Decimal System is featured. Children first locate the section, then tell a staff member the topic, and get a sticker.

Open art continues to be successful. Recent projects include a Mo Willems inspired pigeon, and a frog. We participated in Children's Day by having a wearable crown craft and being part of Water Street Bookstore's scavenger hunt.

The adult Morning Book Group will read and discuss The Final Solution on May 17. On June 21, they will discuss White Teeth. The Evening Book Group read and discussed The Feud: The Hatfields & McCoys and viewed the film based on the book. On June 14 they will discuss A Constellation of Vital Phenomena.

**EPL LOVES YA** program continues to draw teens for weekly fun and games. This month we'll have Percy Jackson trivia on May 18, and Harry Potter program on May 25. On display in the Teen Room are the 2017 Flume and Isinglass nominees. In the spring of 2018 High School students will vote for their favorite Flume nominee and seventh and eighth grade students will vote for their favorite Isinglass nominee. The High School Book Group will discuss James Patterson's Zoo on May 13<sup>th</sup>. They viewed the 1<sup>st</sup> episode of the TV show on May 10 at 1:00pm.

Our monthly movies are the first Monday of the month at 1 pm and Armchair Travel is the last Monday of the month at 1 pm.

Tech Teach, free one-on one technology lessons are extremely popular. We offer these lessons on the first Monday of the month 5-7 pm and on the last Friday of the month 10 am to noon. Give us a call for more information and to sign-up for a lesson.

We continue to offer outreach to senior facilities and the schools. We are gearing up for all our summer programs. More information next month!

**Operating statement:**

- The operating statement was accepted. Hope said there is nothing unusual for this time of year.
- Jim had some questions about the operating statement. He said he would look it over and get back next time with his questions.
- The Trustees and Hope get together to set the budget for the year. The town Budget Committee then looks it over and makes suggestions. The Trustees approve the library budget. After that it goes to the town for a vote during the March town meeting. A public library by NH state law is managed by a Board of Trustees chosen by the town at a town meeting. The Trustees work hard to keep communication open between the town and the library.
- The library does not need to give a line item budget. There are typically three lines, Public Services, Salary & Benefits, and Water & Sewer.

**Building, Grounds and Technology: -0-**

**Finance and Fundraising:**

- Martha asked how we would pay for a new addition to the library. Hope said it would be voted on and accepted at an annual town meeting and then it would be bonded.
- Hope says the library has 4 savings accounts at Edward Jones: Savings, Mutual Funds, Annual Appeal, and Building Fund. Depending on the donation, the money is put in one of these accounts.
- Denise, Barbara and Martha met to discuss fundraising. They agreed that fundraising is very complicated. Martha is putting together a history of fundraising at the library. She will also survey other libraries in the state to find out what they are doing. The next step is to explore possible business partnerships.
- Martha asked how library fundraising would gel with the Friends fundraising. Hope said that one of the missions of the Friends is to fundraise and therefore, the Trustees, as a

group, would not necessarily get involved. Each Trustee is a member of the Friends so fundraising would be one of their main tasks.

**Long Range Plan:**

- Jim had had some questions here also. Mary discussed the LRP Timeline. Most of the line items have been completed or are ongoing. The ones that have been checked are completed. Jim will ask more questions at the next meeting.

**Personnel and Policy: -0-**

**Social:**

- The staff loved having the Trustees serve luncheon.

**Continuing Business:**

- Paula reported on the new Friends group. They have a Board of Directors with Kathy Boudreau as chair. They have a logo created by Julia Leonard. The Mission Statement is almost complete. All Trustees need to be on their mailing list. They are getting a bank account set up. They plan on having a Fairy House day in the fall. The next meeting will be June 13 at 6:30 pm.
- Leslie asked to have a list of the different roles of the Trustees, the Friends and the Director. Hope gave copies of this to all Trustees. Leslie said it was important that all groups work together and synchronize their efforts.
- Paula said that Kathy Boudreau would be coming to a Trustees meeting to tell everyone what is going on with the Friends.
- Paula was unanimously chosen to be the Trustee liaison to the Friends.
- Hope asked that Trustees make sure they have signed up for subcommittees.
- Jim asked for a copy of the library's Annual Report. Hope said that this was online at the NHSL website. She will find the link and send him an email.
- It was suggested that the Vice Chair be in charge of keeping up with the Trustee's email. A list of questions and concerns from this email address will be discussed at each Trustee's meeting.
- The website is in the process of being updated to the town's site. Because it is still in progress, certain parts of the site are not linked properly.
- Mary asked Jim to bring questions to the Trustee's meetings.
- Hope is working on researching credit card use at the library.

**New Business: -0-**

**Next Meeting June 20, 2017 at 6:30 pm.**

Meeting Adjourned 7:27 pm.

Pam Darlington