

Exeter Public Library Trustees Minutes September 19, 2017

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

Absent: L. Haslam, M. McEntee, P. Sears

Public: Christine Soutter, Pam Darlington

Call to Order:

- 6:30 pm. Barbara opened the meeting with a roll call.
- The minutes of the June 2017 Trustees' Meeting were accepted.

Correspondence: Barbara read a note from a summer visitor who brought her grandchildren into the library many times this summer and said that the library was a great place to visit. She loved the library and its staff and, because of this, she has decided to move to Exeter.

Directors Report:

The Teen Summer Reading program had 133 teen readers and 1,718 tickets distributed (one per book checked out). That's a 280% increase in participation from last year's totals. Teens on average turned in twelve tickets per teen reader. The following local sponsors generously donated prizes for the teen program: Aroma Joes, Chipotle Mexican Grill, Dunkin Donuts, Hannaford's Supermarket, Just the Wright Place for Ice Cream, Krypton Comics, Las Olas Taqueria, Memories Ice Cream, On the Vine Marketplace, Twin Lanterns Dairy Bar and Water Street Bookstore.

The afterschool teen program, EPL LOVES YA began again on September 7th with a teen emoji party with veggie face snacks and emoji themed games like emoji twister and indoor volleyball. On September 14th we had a mini pizza and board games program. The events begin at 3pm and lasts until 5pm. Upcoming programs include (by popular request) a Hunger Games trivia contest with "PEETA" pockets on September 21st, and a viewing of the first Hunger Games movie on September 28th.

The High School Book Group (O.P.R.A.H. Book Club, Fight Club) will meet October 14 to discuss Murder Past Due.

We are continuing to show movies on the first and third Mondays of the month and are adding another program called Movies and Munchies, a PG movie program for all ages, once a month at 1pm on early release days.

Our children's Summer Reading Program theme for 2017 was "**Build a Better World**"! This year we had an overwhelming response with the children participating and 2,941 books read! The reading program is designed to encourage all children to enjoy reading as a life-long pursuit. We encourage children who are independent readers to continue reading during the summer and enlist the help of parents/caregivers in setting a reading goal for younger readers. Your assistance allowed the Library to give a prize each week to every child who meets his or her reading goal! For the older children we offered Book Blast, a

book discussion group similar to the fall children's book discussions. The kids read two books, discussed them and played games related to the books.

Story time (recommended for 3 years old and above) is held on Tuesday and Wednesday at 10:00am and 2:00pm. Registration is suggested. We read for 30 minutes and then do a craft project. Family Storytime is for all ages; no registration is needed and it meets Monday and Thursday at 11am.

Book & Art, Book Bunch, Dewey's book Club, and The Page-turners begin again in October; come in and sign up for your group.

For September our adult Evening Book Group discussed White Trash: The 400-Year Untold History of Class in America and our Morning Book Group will discuss The Final Solution: A Story of Detection on September 20. In October, the Morning Group will read A Single Thread and the Evening Group will read The Guest Room. The Morning Group meets the 3rd Wednesday of the month at 10:00am and the Evening Group meets the 2nd Wednesday of the month at 6:30pm. Please join us!

On Monday September 25th at 3pm Ramblin' Richard will perform a music program called Songs and Stories from World War I. All the music programs begin at 3pm and are held in the Sloan Reading area.

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

The outreach book talks are ongoing and remain extremely popular with a steady attendance at each visit. We always have a lively discussion and everyone is appreciative of the service, as well as the camaraderie.

All our programs are free and open to the public

Operating statement:

- The operating statement was accepted. Hope said there is nothing unusual for this time of year. She said that it is normal for the Service Contracts and Programs lines to be high at this time because they have mostly been paid off for the year.
- Jim asked if the Trustees ever ask the town for more money if they need it. Hope said that it was not something they have ever done but she supposes that they could.

Building, Grounds and Technology: -0-

Finance and Fundraising & Long Range Plan:

- The town's Budget Committee has asked that we do away with the Longevity pay for staff members. The town ended this a few years ago. It was voted to roll the longevity over into each employee's yearly pay starting in 2018.
- The library budget was discussed and accepted by the Trustees.

- Jim asked, when do the Trustees typically discuss the trust money and the donations. Mary said that these are usually discussed in March after the Town Meeting.
- The warrant article for the renovation and refurbishing of the library was then discussed. Hope said that the Trustees could either vote to have the entire amount (approx. \$5,000,000) put in the warrant article or to have only the architect's fee for the plans (approx. \$380,000) put in this year. It was discussed that it would be much easier to go for grants and other donations if the town has already voted yes on the warrant article. Also, the Budget Committee recommends that we ask for the entire amount. The Trustees voted unanimously to put in the entire amount.
- The informational meeting for town residents was discussed. The Trustees feel that there needs to be more open meetings with the town. We will put together a fact sheet with pertinent data and possibly common questions. Some issues like parking are not within our jurisdiction. There should also be a drawing of the library and the park so residents can see exactly what will be expected. This meeting will be scheduled for some time in January.

Personnel and Policy:

- Candice has resigned. We will be looking for a part-time person in the Children's Room.

Social: -0-

Continuing Business:

- Hope said that the Friends have their officers in place and have a Mission Statement and Bylaws. They are waiting for the Trustees to say what the Friends' term of office should be. It was decided to recommend that the Friends decide this for themselves.
- Jim had a list of questions pertaining to the Library that have been answered in a letter that was sent to all the Trustees. He feels that the Trustees' Bylaws need to be brought up to date with the following changes. 1. The meeting date needs to be changed to the 3rd Tuesday of the Month. 2. The Secretary does not take the minutes of the Trustee's meetings; the scribe typically takes minutes. 3. The draft copy of the minutes must be published on the website within five business days. It was decided that these changes will all take effect immediately.

New Business:

- Barbara asks all Trustees to pick a program at the library and attend it. She says there is a lot going on at the library and the Trustees need to be able to speak to that fact.
- Jim asked if there is a financial policy for paying bills at the library. He feels that there should be a policy in place and in writing. Hope told him that she looks at each bill, our book keeper cuts the checks, Denise Leonard signs the checks as the treasurer and the bills are then put in the mail. Hope said that she will work with the subcommittee to write up the policy for the next meeting.

Next Meeting October 24, 2017 at 6:30 pm.

It was then voted pursuant to NH State Reg, 91 A-3 to go into Executive Session at 7:24 pm to discuss an issue with retirement benefits. At 7:44 pm Executive Session ended and the Trustees voted to send a letter to the town concerning retirement benefits for two employees.

Meeting Adjourned 7:46 pm.

Pam Darlington