

Board of Trustees

Hollis Social Library

7:00 pm, March 6th 2012

Trustees present: Stephanie Stack, Bob Bartis, Karen Knight, Michelle Repp, Laurel Lang, and Jonie LaBombard

Trustees absent: Marcia Beckett

Also present: Lucinda Mazza, Library Director

The meeting was called to order at 7:07 pm.

1. **Secretary's Report:** Motion made by Stephanie Stack and seconded by Michelle Repp: to approve the minutes of February 7, 2012 with a correction of 40% for 405 in the Secretary's Report.

2. **Treasurer's Report:** Lucinda reported that the Irving propane bill contained additional charges totaling \$318.29 as the library has been charged the floating rate which was actually less than the town's negotiated rate. She is going to see if she can get them to defer the increase.

Stephanie reported that she and Lucinda have been researching our two servers. The upcoming maintenance contract for both servers will be \$2300. Dawn Desaulniers is willing to attend the next trustees meeting to discuss technology issues. Dawn is willing to be the 24/7 maintenance person for the library servers. She also noted that we need to decide whether to lock in a three-year contract with TLC or pay by the year? Wilton uses a cloud-based system and they are pleased with it, although it is not as polished as what we have. Lucinda was told that TLC is one of the cheaper software products.

The bank notified the library that a recent deposit included a counterfeit \$10.00 bill.

3. **Director's Report:** A 15-year-old HBHS student will be volunteering. There were 20 adult events with 116 patrons attending. The one-on-one technology sessions continue to be popular. February's circulation is up from January and from February 2011.

Sue Dumont has been setting up the Nooks and reviewing methods for loaning them to patrons. B & N is willing to do a program for patrons. Lucinda will use one of her newspaper articles to talk about the Nooks and how they were purchased to honor long-time library trustee Howard Bigelow.

Lucinda will be revisiting the Overdrive Advantage program which would allow us to offer e-books that would be available just for Hollis patrons. Stephanie noted that we will need to

discuss how if and how much of the book budget we would want to allocate to the purchase of e-books.

The library purchased three books on the subject of town government and town meeting for residents to use.

There will be three adult programs in March and six programs in April and May, as well as an Adult Summer Reading Program.

4. **Children's Librarian's Report:** There were 24 programs and 138 attendees in February.
5. Town meeting will be on Wednesday, March 13, 2012 at 7 pm. Lucinda and most of the trustees will attend.
6. Marcia Beckett will be signing checks until the town elections; Bob Bartis will sign checks after that date until new officers are elected on April 3, 2012 at the annual meeting which will precede the monthly meeting.
7. Lucinda has received a letter from an upset patron who wants to have her overdue fines for DVDs waived. The trustees agreed to waive the fines in this particular instance.
8. What is the policy for snow days for the library aides? The board reaffirmed its previous decision that missed hours due to library closure for inclement weather or emergency can be made up during the current pay period.

The meeting was adjourned at 9:14 pm.

Respectfully submitted,

Jone D. LaBombard, Secretary