

Board of Trustees
Hollis Social Library
7:00 pm, September 6, 2011
Library Meeting Room

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

Also present: Lucinda Mazza, Library Director

The meeting was called to order at 7: 04 pm by Michelle Repp.

1. Secretary's Report:

Motion made by Stephanie Stack, seconded by Karen Knight, and unanimously approved: to accept the minutes of the June 7, 2011 meeting.

2. Treasurer's Report:

The Children's Summer Reading Program is over the budgeted amount, but that will be covered by the \$1500 donation from the Friends.

Motion made by Stephanie Stack, seconded by Karen Knight, and unanimously accepted: to approve the Treasurer's Report.

3. Director's Report:

The library will be getting a free American Express card for Lucinda and Amanda to use for small purchases. The audit has been completed with the auditors who perform the town audit. A fundraising account has been set up for the sales of notecards and prints of the Ken Fery painting of the library.

The rugs have been cleaned, and we need to begin to plan for new carpeting. Two prices will be obtained from two vendors and the project will be included in the town CIP report. The roof work won't start before October 17.

The Librarian for a Day winner, Cassie Pyle, was the librarian on August. 23.

Lucinda held her first staff meeting in June and will continue to hold regular meetings. A meeting with all of the pages was held in July and two new pages have been hired. Lucinda will review staffing needs and will report at the next trustees meeting.

Marcia and Lucinda attended a workshop on “How to Create a Library Foundation”. Lucinda has spoken with two Hollis residents who might be interested in being on the board of such a foundation. The topic of a library foundation will be on the October agenda.

Motion made by Stephanie Stack, seconded by Karen Knight, and unanimously accepted: to approve the Art Exhibit contract.

Forty-five adult events were attended by 231 patrons in June, July and August.

TLC performed a major software upgrade which is working smoothly. A new shredder will have to be purchased. Lucinda is suggesting that the library install a security system. She spoke with Protection One, the company that covers the other town buildings. Lucinda will get an estimate for various options from them.

Five Hollis authors will be signing copies of their books in the library booth at Old Home Day. Six other adult programs are scheduled for September and October.

4. Children’s Librarian’s Report:

The Summer Reading Program had 31 teens, 74 in grades 3-6, and 65 in age 2-grade 2. Program and event attendance was up by 206 children and adults. The children “earned” several sets of books to be donated to a school in Africa. Amanda applied and received a \$2000 Target grant for next summer’s program.

5. Revisions to the Personnel Policy were presented by Michelle and Stephanie for review. Approval will be on the October agenda.

The meeting was adjourned at 9:22pm.

Respectfully submitted,

Jone D LaBombard, Secretary