

Board of Trustees

Hollis Social Library

October 2, 2012

Trustees present: Bob Bartis, Stephanie Stack, Laurel Lang, Don MacMillan, Michelle Repp, Jonie LaBombard

Trustee absent: Karen Knight

Also present: Lucinda Mazza, Library Director.

The meeting was called to order at 7:08 pm.

1. Secretary's Report: The minutes of the September 4, 2012 meeting were accepted.

2. Treasurer's Report: The town quarterly payment was received in September. The TLC license is a new item in the budget. There is \$92,000 remaining. \$50,000 will be spent on the 4Q salary and planning is underway to identify the remaining 4Q expenses. \$989 in fines was added to the fines account, and \$2175 was spent on books and materials from that account. There was \$23 in donations from sales of the Historical Society books; funds from this account were spent for the new sign. Our required annual withdrawal from the Rideout Fund was \$3,400 this year. After budget season we will form a subcommittee to review the library's investment policy.

The reports for the three checking accounts are now posted on the website.

QuickBooksNonprofit has been purchased, and Carolyn Madden, CPA is going to help set up the QuickBooks system and will charge us a reduced rate.

3. Director's Report: the DPW and Fire Department are determining whether it is necessary for the library's copper roof to be grounded or have lightning rods installed. Valerie Tramack has resigned so we will need someone to do bookkeeping.

Attendance is up, but circulation is down from August, although they are about even with the 2011 numbers. Computer and Wi-Fi use is at a record high.

Qualifying for the Nook Volume Program requires the purchase of ten new Nooks, which can't be de-registered for patrons to download their own books and our current B & N books can't be loaded on those Nooks. The recommendation of Lucinda and Sue Dumont is not to participate in this program. They would like to expand the program with different devices as our patrons like to try out various devices. The four new devices they suggest are approximately \$200 apiece.

The trustees approved the purchase of three new devices with the funds to be taken from the funds donated by the Friends of the Library.

Only one bid has been received for the library re-carpeting job so a new request has been posted by the DPW. Only one additional vendor has come in to measure the library.

There were many visitors to the library booth at Old Home Day. Comments indicated that the library is doing a perfect job.

Lucinda attended the NH Humanities Council luncheon that announced their new catalog with more than 100 new programs. Lucinda will be arranging three programs to be presented at this library this year.

The adult programs in September included the Old Home Day booth, fly fishing, and remodeling.

4. Children's Librarian's Report: Story Times and programs started on September 17. She has been weeding the materials, and hopes to put all of the picture books together in one section.

Occasionally small children bump into the computer stand in the Children's Room, and the little ones also bang on the keyboard. She would like to get a taller computer stand with rounded corners and a locked cabinet for the tower and wires.

The trustees approved spending \$583 from the fines account for the computer stand.

The Learning Express Library online testing database has had very few users and Lucinda will not renew our subscription.

The trustees discussed various marketing strategies to increase attendance and circulation.

5. 2013 Budget: The trustees discussed the 2013 budget which is due on October 11. The operating budget total is \$286,477.

The meeting was adjourned at 8:37

Respectfully submitted,

Jone LaBombard, Secretary

