

Board of Trustees
Hollis Social Library
November 8, 2011
Library Meeting Room

Trustees present: Karen Knight, Laurel Lang, Marcia Beckett, Bob Bartis, Stephanie Stack, and Jone LaBombard

Also present: Lucinda Mazza, Library Director

The meeting was called to order at 6:59 pm by Bob Bartis.

1. Secretary's Report: Motion made by Marcia Beckett, seconded by Karen Knight, and unanimously approved: to accept the minutes of the October 4, 2011 meeting as submitted.
2. Treasurer's Report: The salary line item might be slightly under budget, but the others are as expected. Motion made by Stephanie Stack, seconded by Laurel Lang, and unanimously accepted: to approve the Treasurer's Report.
3. Director's Report: The budget was presented to the Selectmen and Budget Committee on Oct. 10. The final quote for the security system from Protection One is \$1554 + \$7/month for extended service plan. This has been tabled due to the demise of the phone system during the recent storm.

TDS installed a phone on our public line that has TDS voicemail to leave messages after hours. TDS is willing to install an old Nortel system so we can temporarily use the phones, but they will not support Nortel systems after December 31. The cost to install that system is \$250. The town is meeting with TDS to discuss a new phone system for other town departments and we may want to use that system. Lucinda will be involved with those discussions. She also asked Troy Brown to file a claim with the town insurance company for compensation for the old telephone system.

Susan Dumont has accepted the position as library aide. She is a graduate student at Simmons College.

The 17 adult events in October were attended by 202 patrons. Sixty people attended the program on the Civil War

The hands-on e-book training exercise led by the NH State Technology Librarian to teach the staff about the various types of audiobook and e-book devices and how they work with the NH downloadable audio and e-book programs was very successful.

A Holiday Open House will be held on Friday December 16 from 6pm to 10pm. Pontine Theater will present a toy theater version of A Christmas Carol the Community Room of Town Hall from 7-8:30 pm. Refreshments will be served at the library. The Trustees agreed to bake cookies and hope the Friends of the Library will help as well.

4. The following changes to the DVD loaning procedure were approved:

- a. 10 DVDs may be checked out per library card.
- b. Fines will not accrue on the one day grace period.

Motion made by Marcia Beckett, seconded by Stephanie Stack, and unanimously approved: to change the fine policy by raising the maximum fine amount to \$5.00.

5. Children's Librarian's Report: the Halloween programs were popular. Amanda's Fantasy Book club was featured in the Hollis Brookline Journal.

The meeting was adjourned at 8:17pm. There will be a monthly article in the Hollis Brookline Journal, written by either Lucinda or Amanda.

Respectfully submitted,

Jone LaBombard, Secretary