

## **Baker Free Library Trustees Meeting**

**Wednesday, November 8, 2017**

**6 PM in the Library's Downstairs Meeting Room**

Present: Chris Carey (CC), Peirce Hunter (PH), Benette Pizzimenti (BP), Marc Van De Water (MVDW), David Withers (DW), Lori Fisher (LF)

1. Call to Order by Chris Carey at 6:15 PM
2. Review/Approve October 18, 2017 Minutes
  - a. There were no corrections or revisions. Move to accept minutes made by MVDW, second by DW. Passed
3. Treasurer's Report
  - a. November 2017 General Account Reports by DW. The budget is on target. No expenditures are out of expectation. Move to accept by PH, second by BP. Passed
  - b. November 2017 RSA and Special Expenditures Report by DW. No expenditures out of the ordinary. Passport fees have netted \$1400 since starting in July, 2017. Meeting room rentals by Yoga NH and other groups have come to \$965. Move to accept the expenditures report made by MVDW, second by BP. Passed.
  - c. A donation of \$100 was made to the Library by the NH Romance Writers. Move to accept the donation by PH, second by MVDW. Passed.
4. Director's Report
  - a. November 2017 Stats. LF reported:
    - i. HOOPLA use is up by 5%.
    - ii. The number of library patrons is generally in the range of 4900 to 5200.
    - iii. Internet computer usage is down 15%, but having computers in the library remains important to their many regular users.
    - iv. Class attendance is up overall.
  - b. Department Head Meeting Updates. The Select Board is currently reviewing the preliminary 2018-2019 budget, then the Budget Committee will do their review.
  - c. Staff Development.
    - i. LF to attend and present at the Public Library Association meeting in March 2018.
    - ii. LF is now the Chair of the NH Library Advocacy Committee.
  - d. Bow Memorial School Collaboration. LF is going to BMS to speak to the 8<sup>th</sup> grade about mindfulness, meditation, yoga, and breathing to relieve stress and to improve emotional and physical health. The sessions have been well received.
  - e. Holiday Closures.
    - i. The Library will be closed November 11 for Veteran's Day.

- ii. The Library will be closed November 22 at 4 PM, November 23 and 24 for Thanksgiving. It will reopen on November 25.
  - f. Dunbarton Elementary School requests that staff be issued Baker Free Library cards. Since the Dunbarton School District is now part of the Bow School District, this makes the Dunbarton staff eligible. The cards will be issued.
- 5. Old Business
  - a. Review November 4 Budget Meeting. CC presented the preliminary 2018-2019 Library budget to the Select Board. The Library Trustees will meet with the Budget Committee in January 2018.
  - b. Long Range Planning Committee. CC discussed the following:
    - i. The Committee has completed its interviews and discussions with town groups.
    - ii. The Committee will present a summary of these discussions at the December 2017 Trustees meeting. A draft of the feedback from community groups was given to Trustees today.
  - c. Giving Tuesday.
    - i. A letter to Lower Level Project donors will go out after Thanksgiving.
    - ii. Donations to the Library will be made through the Giving Tools website
    - iii. The Annual Fund Campaign starts on Giving Tuesday, November 28.
    - iv. Social media posts about the Campaign will start going out next week. There will be a kick-off event at the Library on November 28.
- 6. New Business
  - a. Meeting room agreement revision discussion was deferred to the December 2017 meeting.
  - b. The "Short Take" video was not available today.
- 7. Public Comment
  - a. None.
- 8. Move to adjourn made at 7:01 PM by CC. Seconded by BP. Passed

Next meeting December 13, 2017 at 5:15 PM at the Library.