

**Philbrick-James Library
Meeting of the Board of Trustees**

DRAFT minutes – January 13, 2020

Present: Mal Cameron, Emily Oxnard, Sadie Stimmell, Jane Miller, Janice Clark, April Purinton, and Library Director Candace Yost; Anne Deely (arrived 7:20)

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

Citizen Comments: none.

Secretary's Report

The minutes from December were accepted as written.

Treasurer's Report

End of month bank balances:

Checking \$31,502.68
Savings \$50,232.52

Programs:

- Programs: Open house is scheduled for Saturday from 9 - noon.
- Saturday the 18th is the public budget hearing at 9 am at the George B. White building. Jane will attend to represent the library.
- Candace developed a kids' scavenger hunt throughout the library. There has been a good response from kids.
- Candace created a Winter Reading Bingo card.

Repairs:

- There is a roof repair line in the budget. When was the last roof inspection? Emily tried to track down information – she found an email with the company name and will email Linda to ask about the past process. We have had repairs done over the years, but do not think we have recently hired someone specifically to inspect the roof.

Old Business:

- New furniture! The couch and rug are in place downstairs and look great!
- Program Assistant position: Candace is conducting interviews this week and next. Sadie moved that we approve Candace's choice for part time program assistant when she makes that decision after the interviews and background check. April seconded. All approved.
- The warrant article was reviewed and recommended unanimously by the Board of Selectmen and the Municipal Budget Committee.
 - The Friends are interested in helping advocate for the budget – they can share statistics on circulation and visitation. They should be able to show our percent of the whole town's budget.
- Front gate: half of the gate is up – the rest will be installed this week.

- Strategic planning: Laurie Fisher, the administrator of library operations at the state library, said that there are a number of people in NH and MA who can serve as a consultant. She recommended sending an email to libraries of a similar size and asking if they have hired anyone and if they have any advice.
- Reading nook: April talked to her family – her father may be interested in helping.
- Screenagers film: If we as a library don't want to pay for it, April would like to try to get donations to bring it to town. It is about \$1,000 for the license, for which we would get two screenings. Perhaps we could do it at DCS as they have more space. Perhaps they could show it once in the day for kids and once in the evening for parents. There are two movies: "Screenagers: Growing up in the Digital Age" and "Screenagers: The Next Chapter".
 - We discussed how the library can participate in building support for bringing the movie to town. The Friends group, FOCUS, PTO and individual donors may be interested in helping bringing it in. April will reach out to seek donations. She will also investigate whether other towns on our area have shown the movie and what their experiences have been like.

New Business:

- Currier pass is up for renewal: \$80/year, provides 50% off general admission. We receive two passes. It was used 14 times last year. April moved that we renew our Currier pass and Jane seconded. All were in favor.
- Hannaford Helps: Candace received an email that we have been selected as a recipient of \$1/bag through the month of February.
- Trustees: Need two.

Sadie moved that we adjourn. Jan seconded. Meeting adjourned at 8:28 pm.

Respectfully submitted,
Anne Deely

Next regular meeting: Monday, February 10 at 7 pm.