

Olive G. Pettis Library, Goshen, NH
Minutes of Trustees Meeting
November 20, 2012
Final

1. Roll call and approval of agenda

Present: Mary Wirkkala, Chairperson; Don Bailey, Vice-Chairperson; Steve Belden, Treasurer; Jonathan Purick, Trustee; Bea Jillette, Alternate Trustee; Bonnie Belden, Secretary
Absent: Cynthia Phillips, Librarian (sick); Lilyan Wright, Alternate Trustee

The meeting was called to order at 6:30 p.m. by Mary Wirkkala.

- 2. Conduct drawing of a raffle ticket from donations from October fundraising:** Elaine Bevilacqua drew the winning ticket. The winner was **Fred Smith**. Steve will deliver the prize of \$50.00.

BUSINESS:

- 3. Review minutes of October 9, 2012:** There were no changes. Minutes were adopted.

- 4. Treasurer's report:** Balance is \$8428.30. There are still outstanding salaries and reimbursements. Steve reported that the fundraiser letter has grossed \$820.00 so far. The \$50.00 raffle prize will be deducted from this amount.

- 5. Correspondence:** Mary received from Cyndi a letter from Kevin Gardner, who offered to do a program on stone walls in NH.

6. Report on activities completed or in progress:

- a. October fundraising letter: The letter generated \$820.00 in donations. Trustees will begin to look for the items that were listed in the letter to purchase them.
- b. Halloween scarecrow event: Many families participated in building 13 scarecrows on the town lawn. Cider and doughnuts were then enjoyed by participants. Scarecrows were dismantled by the teens. The stakes and heads will be kept for future use.
- c. Veteran's Day ceremony: This was attended by two veterans, Rita Purmort and Steve Belden, and their families. Wreaths were placed on the monuments following a brief ceremony and a luncheon was enjoyed by all. Rita spoke about her experience as a Navy WAVE during World War II.
- d. Installation of a door chime for safety: The chime purchased by Don has been installed. It will give notice to the librarian of people entering the library, and should improve safety for her, particularly after dark.
- e. Disposition of OKI printer: The interested party is no longer interested. Cyndi plans to list the printer on Craig's List again.
- f. Other activities: none at this time

7. Discuss future activities:

- a. Holiday event: Bea and Lilyan are heading this up. Santa will come in the fire truck at 11:30, so the event will begin at 10:30. Children will listen to a story, play games and visit with Santa. There will be a canned food drive and a cookie walk. Volunteer Tracy Bevilacqua will organize the cookie bakers and the cookie walk.

- b. Humanities Program on Chinook Dogs with Bob Cottrell: This program will be held on Saturday, January 26 at 3:00. Preparations will be finalized at the Jan. 15 meeting.
- c. Preparation of 2013 budget: This is needed by the Budget Committee as soon as possible. Priorities for putting together the budget are: a salary increase for the librarian, maintaining our present level of funding for programs, technology and materials. We urge Cyndi to turn in all receipts so that we know where we stand on the current budget. Jonathan and Bonnie offered to help Steve to put together a budget.
- d. Preparation of calendar of activities for 2013: Bea will make up a calendar of the activities that are planned for 2013 for the next meeting. This calendar will reflect our long-term planning discussion at our last regular meeting.
- e. Other: Cyndi has recommended a student for a scholarship. Don moved and Jonathan seconded that a scholarship be awarded to Aaron Berube in an amount as has traditionally been given to students. Aaron was very active in library operations while he was in high school. Motion passed.
- f. Future programs: These may include Lilyan Wright speaking on her trip to Vietnam and Cambodia and/or Kevin Gardner, author of a book entitled The Granite Kiss, on stone walls.

8. Discuss whether library hours should be changed for the winter: A suggestion has been made to move the hours one hour earlier on weekdays during the winter. A decision will not be made until Cyndi is present.

9. Discuss our approach to e-readers and downloadable books: According to a Sept. 17 email from Bobbi Slossar (forwarded to Trustees by Cyndi on Sept. 29), there will be an open enrollment period for libraries to subscribe to a state library sponsored downloadable book service. We have had ongoing conversations about getting e-readers for patrons to try out for over a year. It was agreed that it is a good time to move forward on this. Jonathan moved and Don seconded that we purchase an e-reader, as recommended by store personnel. The motion passed. Steve will go to Staples for this purchase.

10. Librarian's report: No report due to librarian's sickness.

11. Discuss changes to Operational Policies: There are several areas that need to be discussed for possible inclusion in our policy document. These will be discussed in the future.

12. Adjournment: The meeting adjourned at 9:00 p.m. The next meeting will be on December 18 at 6:30.

Respectfully submitted,

Bonnie Belden
Secretary