

MINUTES
PEMBROKE LIBRARY TRUSTEES MEETING
FEBRUARY 18, 2009

LIBRARY TRUSTEES PRESENT; Frank Davis, Chair; Pat Fowler, Vice-Chair; Terri Caplette, Peggy Topliff; Alternate trustees Joyce Heinrich and Marie Brezosky

EXCUSED: Treasurer Cindy Menard and Alternate Rosemary Nunnally

STAFF; Library Director Cindy Stosse and Assistant Librarian Heather Tidde

Joyce was designated to vote for Terri until she arrived. Marie was designated to vote for Cindy Menard.

CITIZENS'S COMMENTS: None

REVIEW AND APPROVAL OF MINUTES: Peggy Topliff moved and Pat Fowler seconded to approve the January 21st minutes as corrected. Frank, Pat, Peggy, Joyce and Marie all voted YES.

CORRESPONDENCE: None

TREASURER'S REPORT; Delayed until next month in the absence of the treasurer. Frank commented that he appreciates the sheet Cindy Stosse provides each month which indicates the amount of money spent for each line item.

LIBRARIAN'S STATISTICAL REPORT:

Circulation: 3,126 Inter-library loans -125 Reference – 306 Volunteers - 40 hours
Computer usage - 240 with a notation that not all users are signing in.

LIBRARY ACTIVITIES; Story time continues to be very busy. February is winter book sale time and Cindy said when the sale opened today the amount of money in the first two hours of the sale was over \$350. The sale will run for one week.

FRIENDS; Joyce reported that the Valentine's decorating program for children went very well. Friends discussed the possibility of a movie night (or afternoon). Marie said that at a recent M & M's Senior Citizen meeting the speaker for the day spoke about the Friends selling compost bins, rain barrels and etc. Cindy S. responded to this and said plans are not firm but the library would like to sell these items with the help of Friends, Trustees and library staff. It would be an excellent fund raiser.

BUSINESS ITEMS; Cindy S. provided a list of Federal holidays and asked for trustee approval to post library holiday closing dates for an entire year. This item will be discussed next month.

Frank thanked the library staff and board members for all their help since he has been chair of the trustees. After three and a half years, he has decided not to run for reelection to the board. He further explained how his legislative duties have increased. Joyce Heinrich has filed to have her name on the town ballot as library trustee.

As a follow-up to the information present to the trustees by town administrator David Jodoin at the January meeting, trustees discussed sending a memo to the finance office regarding funds from previous years. Cindy S. prepared a memo for the trustees to submit. After a lengthy discussion it was decided that more time is needed to clarify the issue. Also, trustees felt it is important to have input from our treasurer Cindy Menard. Frank will call a special meeting next week to continue this discussion and vote on the memo .

Frank spoke about the energy bills, particularly the heating costs. Joyce H. asked why we don't have a budget plan to pay for the gas. Cindy S. will call to inquire about this possibility

Cindy S. reported that this past month the overdue fines have been coming in much better. There was discussion about when it is appropriate to have the local police remind a patron of excessive overdue fees and/or lost books. \$50 is the point at which we ask an officer to make a house call.

Marie asked if the recent "homework" memo Cindy gave to trustees could also be completed by all staff. She suggested that all the information be presented to the board for review. The questions asked were what would each person like to see happening at the library in one year and in five years; somewhat of a long range plan thought.

Peggy Topliff made a motion to adjourn and Pat Fowler seconded. Meeting was adjourned at 7:25 PM