

Maxfield Public Library
Trustees Meeting
August 5, 2008

Minutes

5:06 pm

In attendance: Trustees Sandy Blanchard, Greg Silva, Sue Kowalski and Library Director Nancy Hendy.

Minutes of the July 15, 2008 meeting were approved.

Financial Report:

Review of the reports spawned a discussion of what reports were most helpful. It was agreed that only one copy of the check register would be printed for review if needed. Greg asked that a different spreadsheet format be added for the non-Town lines.

Director's Report:

- **Book group** attendance is up. Three new people came to the July discussion for a total of nineteen. Ken Krzewick, who works at Shaker Village, attended the discussion and gave us insight to the local history. We hope to take a field trip there as a follow-up to the latest book *Simple Gifts*.
- Use of the Library's passes has been vigorous, especially with people looking for family outings closer to home. Since Amanda Masse has said that the Recreation Department may be willing to sponsor new passes, we have asked if they want to purchase a library pass for the newly opened **Children's Museum** of New Hampshire in Dover (formerly the Children's Museum of Portsmouth). Yearly cost is \$350.
- A selection of **graphic novels** is now available for children. These are especially good for sparking interest in reluctant readers. One set has adaptations of classic novels, another series retells legends from Greek, Egyptian, and Japanese mythology. Also in high demand are the titles we have added on how to draw manga and anime characters.
- The **Annual Report** has been submitted to the State Library. The Trustees' received e-mail copies. The report is for the 2006-2007 fiscal year.
- We will be applying for a **Gates Grant** to buy another computer for public use as soon as we hear from the State Library that the application forms are available.
- A part-time employee sprained her ankle and was out for a week. **Jean Nelson** was called back to fill in for her hours as well as for employees' vacations.
- The **Children's Room was flooded** again from the heavy rains over the past weekend. *The Trustees had an impromptu meeting with Dave Rice outside the library after the meeting. He said he plans to place sandbags against the doors to solve the problem until the new culvert work is completed.*

Children's Librarian's Report:

- Number of Summer Reading Program (SRP) sign-ups for 2008: 176 children.

- Steve Blunt performed for the SRP children on July 12th. Attendance for this event was 36 children.
- The Community Kangaroo for the SRP has made appearances at Brookside, Dudley's, TD Banknorth, and the Police Station.
- Craft Night for the SRP was July 22nd; attendance for this event was 38 people.
- Attendance for the 'Wednesday Afternoon Movies' for the month of July was 42 people in three weeks.
- Attendance for the 'Thursday Drop-In Craft Day' for the month of July was 128 people in four weeks

The Trustees greatly appreciated her report.

Old Business:

The Children's Room Committee decided it would be cost-effective to hire interior designer Shelby Hicks to consult on the completion projects. Her suggestions and ability to have furniture units built have saved the library money on past projects. They will meet with her on Monday, August 11.

Article for the Ledger - It was decided to submit the Children's Librarian's Report to emphasize how many Loudon families are using the library for different activities.

Nancy clarified a comment about the effect of reduced staffing in the previous month's minutes. She is spending more time on clerical duties because of the reduced clerk hours and has less time to catalog and deal with other matters. Greg asked if there is a way to redistribute tasks or have a list of tasks or jobs for clerks to refer to during down times.

Nancy reported that she was awaiting a response from Terry Knowles before she and Sandy compose a letter to the Selectmen regarding the payroll credit offsetting the expense overage in the 2007-2008 budget.

Air-intake platform - The highway department has been delayed in removing the heavy cover but once it is removed the mason can begin. Discussion of the construction of the new cover resulted in Sandy Blanchard offering to get quotes for the work.

The Trustees made a tour of the basement and exterior. Several dead ants confirmed that the exterminator's efforts were working. The humidity levels in the basement appeared to be worse. There was mildew growing on the drywall and wet areas on the concrete. There was discussion of a dehumidifier but no conclusion.

7:10 pm the meeting was adjourned.

Next meeting will be held Tuesday, September 9, 2008, 5:00 pm. The meeting was changed from the first Tuesday because one of the Trustees had a conflict.

Sandra Blanchard

Gregory Silva

Susan Kowalski