

Pelham Library Board of Trustees Minutes - Nov. 19, 2009

Present: Director Adam Novitt, Blair Bigelow, Alberta Booth, Nora Maroulis, Francine T. Ozereko, Marianne Reiff, Jonathan Woodbridge.

Meeting called to order at 7:03

Minutes were approved and will be sent to Kim and Ann.

Announcements:

The warrant was passed around and signed.

Old Business:

We talked about securing the new TV and Wii. Adam suggested getting motion detectors and he will check it out for the next meeting.

2009-2010 Action Plan is done, Adam sent it in May. Jonathan will resend it out to all. We will need to redo the Long Range Plan for next year, but we can reuse a lot of the older Plan.

Fundraising, Children's book appeal: Letters went out and thus far we've received \$2545 and donations continue to come in. Blair will be sending out personalized thank you letters to all. Our expense for the mailing was \$721. We decided to take our expenses from the trust to give the whole amount donated to the Children's book fund. We'll send out a "thank you" in all the publications and on email to let people know the success and as a reminder if they haven't yet contributed.

Gneiss News: New format is wonderful, thanks Nora! Color printing will be expensive; Nora will try it in black & white. Do we need to get permission from people in photographs in the Gneiss News? Yes, we think so. Adam thinks we can run 20-30 copies in color, run the rest in black & white. Perhaps we can add a "Staff Picks" mini-column? Marianne suggested sending a color copy with thank you letters to donors.

Director's Report:

Programming:

Tea:	Pat McPherson performing and leftover pie
Nov 28	
solstice	Two Sword Dancing groups, bell ringing for
Dec 19	
Carbon Watch: Wheatberry, local grain	
Nov 19	
	MMA Energy Weatherization
Dec 17	(Adam to try and reschedule to early Dec or Jan/Feb.
Monet Painting Workshop	
Nov 18	
Roger Ticknell	Community Sling
Nov 21	
Bob Romer	Slavery Talk
Jan 21	
Yoga Series	Six weeks
Jan/Feb	
Mann	1491
Jan 28	
Klippenstein	Garden Workshop
Feb ?	
Legislative breakfast with Stan Rosenberg	
Feb 19	

Grants:

Applied for \$800 for children's music hour. ("teacher" will be changed to Dan the Music Man)
 Possible stimulus money for energy improvements.
 Received \$1000 for Kindles.

KOHA: Seven months to implementation, will start when school is out in June.

Shifting: Formal request put through proper channels for wireless ARPS internet. No reply yet.

Large Print: We're receiving 100 large print books for the collection; these are being weeded by WMRLS. They are in good shape, popular authors and books are free.

Correspondence: The Pelham After School program donated \$90 for the purchase of a shelf for the Wii and made a \$200 donation to the Children's

Fund.

Money:

Cash as of Halloween, 1/3 of the way through the fiscal year most recent figures available from Edna. Numbers reflect town accounts.

	Budget amount	Appropriation	Spent
% Budget	% Appropriation		
Director	\$24,596	\$18,560	
\$8,514	0.35	0.46	
Staff	\$7,800	\$12,647	
\$2,914	0.37	0.23	
Materials	\$17,500	\$5,867	
\$2,549	0.15	0.43	

Children's Fund: \$2545 in total donations as of Nov 19, perhaps \$1800 net. The school also received a \$500 donation as a result of the letter.

Two year magazine renewal: Saves money (\$1200+/-) but this will cost us more money this year. In rough terms this means we'd spend about \$2200 this year and nothing next year instead of about \$1600 each year.

There are perhaps 200 books more than 180 days overdue? We're starting to call...what else? Some suggestions were made (listing names, putting up a list of overdue books), but calling will be the first step.

Children's Music Hour: not getting many repeat attenders: Roger Ticknell special will be the last, will remove publicity and restart in January with Happy Dan.

Staff meeting Nov 18:

Mis-shelved books, ILL procedures, clean up, processing (not) children's materials, little jobs for volunteers, overdue books were discussed.

Adam will be working from home 3 hours/week, mostly on collection development and the upcoming legislative breakfast.

Volunteers: Most spots filling well, nothing dire to report.

Demise of the bookmobile: we will no longer be receiving books from the bookmobile, but will be getting "deposit collections".

New Business:

Nora represented the Pelham Library at the Mass Book Awards in Boston. James Tate got an award for "Ghost Soldier".

Jobs for trustees:

Develop policy for Wii and TV (Nora and Alberta)

Standardize/format library staff job descriptions as required by Personnel Board (Marianne)

Website coordination with Ann (Adam).

Library care and beautification (All)

Update bulletin boards

We'll get a new bulletin board for the wall between the history room and the entrance to the community room.

Trustee Education:

Review the next (and last) three chapters.

Our 10 year anniversary is in March 2010...let's have a dance!

Next Meeting: December 16, 2009 7 PM (in couch area, Wii first)

Meeting adjourned at 8:32

Respectfully submitted,

Francine T Ozereko