

# Pettee Memorial Library Board of Trustees Meeting

## Minutes for July 19, 2016

**Present:** Carolyn Palmer, *chair*; Louis Clark, *treasurer*; Meg Streeter, *secretary*, Karina Martin, Amy Swanson, Allison Maynard, Helena Queenie, Elizabeth McEwen (Friends of the Library)

Meeting called to order at 6:08 p.m. No additions to agenda. Meeting was not properly warned so no actions will be taken at this meeting. Minutes of June 14, 2016 were reviewed.

Public comments: Elizabeth mentioned that the statewide emergency response "Vanguard" exercise that is occurring on July 30th still needs volunteers to play various roles in the exercise. Wilmington is one of several towns participating so no travel would be necessary.

**Treasurer's Report:** Cash in General Fund checking:

Operating funds \$18,618.40; Revitalization fund: \$50,647.97= total cash available:\$69,266.37. Friends of the Library: \$3,575.40; unexpended grants: 544.47; Endowment funds \$50,647.97; General Fund 14,498.53= \$69,266.37. There was a discussion of our conservative investment strategy. June 30, 2016 total funds in investment accounts: \$166,371.00 per the investment summary report.

Preliminary results for the fiscal year ended June 30, 2016 show a surplus of \$166.65. Louis suggested that we combine telephone and online services into one budget category for the next FY 2018 budget year and also that we separate advertising from the program category. \$45,000 from the Alice Newton Smith Trust was transferred to our People's Securities account.

**Librarian's Report:** The Librarian's report is incorporated by reference. Allison mentioned some interesting statistics including the fact that the library has had 2000 (two thousand!) more visits at this point in the year than we had last year at the same point. Both website hits and interlibrary loans are way up. So far, the courier program for the interlibrary loan materials is working well and we are sharing the cost with the Whitingham library.

**Youth Services Librarian's Report:** The report is incorporated by reference. Helena said that the summer reading program is going great with lots of involvement in all of the programs including the Story Walks at Molly Stark State Park and new programs at Woodford State Park.

**Friends of the Library:** Elizabeth said that the book sale was very successful and that the proceeds were better than last year with a total of approximately \$720.00. Fewer books but more sales.

**Next Meeting:** Tuesday, August 9th at the library at 6 PM. Meeting adjourned at 7:02 p.m.  
Respectfully submitted,

Meg Streeter, Secretary