

Pettee Memorial Library Board of Trustees Meeting

Minutes for September 15, 2015

Present: Carolyn Palmer, *chair*; Louis Clark, *treasurer*; Meg Streeter, *secretary*, Karina Martin, Amy Swanson and library personnel: Allison Maynard and Helena Queenie

Meeting called to order at 6:02 p.m.

Secretary's Report: Minutes for August 13th 2015 were approved and accepted.

Treasurer's Report: Louis presented his report (details below) and said that he now has access on-line to our People's Bank account and also announced that Laurie Boyd is retiring as our payroll accountant... a loss for the library. Louis will investigate other payroll processing options. Karina recommended that we invest some endowment money in the Vanguard Life Strategy Fund with no fees for transferring. Discussion followed.

Cash available as of August 31, 2015: General Fund Checking - \$10,948.94; Revitalization Fund Checking -\$81,529.88, Boyd Fund Checking - \$21,549.27 **Total Cash Available - \$114,028.09** Friends of the Library - \$4,848.65; Grants - \$100.00; Endowment Funds - \$103,079.15, General Fund -\$6000.29 **Total Cash Available - \$114,028.09.** Carolyn moved to accept the treasurer's report, Karina seconded and so voted.

Librarian's Report: Circulation: 2416 Attendance: 2231 Website Visits 9660
ILLs: 1 sent/ 36 borrowed Computer usage: 277 One Click: 4 new/ 46circ +

- We had a very busy August. Our computer use for the month was the highest of the year. Attendance last month was the highest since July 2012.
- I have done several private tech tutoring sessions after the library closes. They seem to be going well and I will start advertising them in the future.
- On Tuesday, August 11th, Joan Rech's Book Event about hiking trails in Wilmington was well attended with 42 people present.
- The Wilmington Historical Society would love to accept the Christine Boyd bell collection which was donated to the library (or any local organization that would display them) in 1983. Karina moved and Louis 2nd to transfer the collection and the display cases to the historical society for display in their building, so voted.
- Allyson and Harriette will represent the library at the Memorial Hall jazz benefit concert on Saturday the 19th.

Youth Services Librarian's Report: -- Total # of juvenile programs: 9

Total # of attendees: 110 kids & 8 teens & 88 adults = 206 attendees

Blueberry Block Party with Otha Day - 104 kids & 23 teens & 155 adults

with April face painting 71 kids & 15 teens & lots of adults watching

Photo booth - 32 kids & 21 teens & 25 adults

- TVHS FRESH program will sponsor a tutoring/study time for high student athletes at the library. Sessions will correspond with after school practices held at the old high school.
- Our annual Story Time apple picking event is scheduled for Friday Oct. 2nd at 12:30PM at Pine Hill Orchard. Also the last StoryWalk and end-of-the-year party will be on Friday Oct. 9th at 11:30AM.
- Story walks at Molly Stark State Park have slowed down since school started. Highlights included a talk by Librarian Amy Mullen about early literacy and brain development.

There was a discussion about the material provided by Allyson about different structures of "Friends of Library" groups. Ideas were discussed and Louis, as Treasurer, suggested that our Friends group should become a 501-c-3 entity and take over their own finances if they intend to continue to raise their own money. Allison has scheduled a meeting for the board to discuss mutual goals, intentions and good operating practices with the "Friends" group on September 29th at 6 PM at the library.

7:16 Meg moved to adjourn, seconded by Amy and so voted.

Respectfully submitted,

Meg Streeter, Secretary