



Gilford Town Hall: 47 Cherry Valley Rd., Gilford, NH
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Gilford Public Library Board of Trustees
Minutes of the February 8, 2023 Meeting

DRAFT

Attending: Katherine Dormody, Betty Tidd, Alexis Jackson, Mike Marshall, and Diane Tinkham. Peter Ellis was absent.

Chair Betty Tidd called the meeting to order at 10:00.

Minutes from the January 11, 2023, meeting were reviewed. Mike moved to accept as corrected, Diane seconded. All in favor.

Reports

Circulation

Total circulation is down from last January but we had some closures this year including an entire day and a couple early closings and delayed openings for weather. Despite lower circulation, we had many more people visiting the library, close to 20 percent more than last year. Twenty-one new borrowers were signed up during the month. Digital usage was roughly the same as last year.

Programs

The weekly groups have grown in attendance with Hand and Foot attracting 20 participants recently! The Children's Room has been holding well-attended programs with close to 50 kids coming to a recent Early Release program. The Rebecca Rule program was well-received and we also posted it online.

Volunteers

We had 184.5 volunteer hours last month from 28 people. One new person started.

Old Business

- A. HVAC Software Upgrade- the software upgrade is done. Katherine is still playing around with it to become more familiar with the graphics.
- B. Friends- the Friends are sponsoring Mrs. Hayes Art Day on February 22nd at 3:30.
- C. Annual Reports- the State report for 2022 has been submitted.
- D. Investments are showing improvement.

New Business

- A. Programs/Summer Reading - Patty has been planning ahead on adult programs and we have a full schedule for March and April. Jill has most events for the Summer Reading Program planned. The theme this year is “All Together Now.”
- B. Building Alarms – A shorted phone line was causing middle of the night and early morning building alarms. They came with bucket truck to fix.
- C. Meeting Room Floor - Buildings and Grounds is going to do stripping/waxing of Meeting Room floor on February 11th.
- D. Weeding - we have been heavily weeding the DVDs and the CD Books. A new DVD “classics” section is being established. CD Book cases are being recycled to use in the Children’s Room for phonics kits.
- E. Parking Lot - there were three funerals in January that drew an unusually large number of attendees. The church/community lot filled, and their overflow used the library lot. Patrons had no parking available for many hours and dangerous conditions existed due to snowbanks and one lane entrance/exit. Katherine thinks it was a very unusual situation so it probably will not be repeated; however, she did talk to someone at the church and suggested that they have parking attendants when they anticipate so many cars.
- F. Policies Review – the following policies were discussed and approved with minor revisions. Diane moved to accept, Mike seconded, all in favor.
 - Patron Behavior Policy
 - Customer Service Plan
 - Children Left at Closing
- G. Personnel - staffing. Patty will be off from February 13 through March 20. Molly is picking up a couple shifts per week and Linda will work a few more hours.

Alexis moved to adjourn the meeting at 11:10, Diane seconded, all in favor.

The next regular meeting is scheduled for March 8, 2023, at 10:00 am.

Respectfully submitted,
Alexis Jackson