



Gilford Town Hall: 47 Cherry Valley Rd., Gilford, NH
Phone: (603) 527-4700 **Fax:** (603) 527-4711

Gilford Public Library Board of Trustees
Minutes of the April 12, 2023 Meeting

Attending: Katherine Dormody, Alexis Jackson, Mike Marshall, Diane Tinkham, Peter Ellis and Thom Francoeur

Chair Alexis Jackson called the meeting to order at 10:00.

Minutes

Peter moved to accept the minutes from the March 8, 2023 meeting as reviewed, Diane seconded, all voted in favor.

Public Comment

There were no public comments submitted.

Reports

Circulation

The circulation numbers for all “new” items and the number of unique borrowers were up from last March. Twenty-one new borrowers were added and digital usage was up for the month.

Programs

We had consistent participation numbers with the adult groups except on bad weather days. Patty has returned and is planning more special programming for adults. The annual Dr. Seuss Cat in the Hat Birthday Party was very successful despite weather issues.

Budget

The 2023 Town Budget was passed and wage increases were signed by the Selectmen.

Volunteers

We had 180 volunteer hours last month from 28 people. Judy Coyne, a long-time volunteer and who took care of the plants among other things, retired from volunteering and was given several gifts in appreciation from the Library.

Treasurer

Expenses were mostly program costs and the primary source of income was from passports. Mike reported that the investment account was up again this month.

Old Business

- A. Belknap Landscaping- Belknap Landscaping was the only company to submit a bid for the 2023-2024 landscaping contract and they will be continuing to take care of the GPL grounds.
- B. Friends - The schedule for the Trustees to attend the Friends meetings for the coming months is as follows: April: Diane, May and June: Thom, July and Aug; Diane. The Friends sponsored the Bunny Hop Story Walk, Saturday Crafts for Kids, Earth Day activities, and National Library Week. Thom mentioned that the Storywalk has been a long-time great collaboration with the Parks and Rec Dept.
- C. Selectmen Report- Katherine shared the report that she wrote for the Semi-Annual Selectmen Update highlighting events and statistics from GPL.
- D. Teen Room- The new table was assembled and Hayden plans to decorate it with the youth as part of Summer Reading 2023.

New Business

- A. Earth Day- The children will be celebrating Earth day playing bingo with prizes, and seeds and bookmarks will be given to all participants. The Belknap County Conservation District will be planting a tree outside.
- B. National Library Week- The Week of celebrating libraries falls during April school vacation this year so we expect even more participants than usual. We'll be holding the popular Touch a Truck activity every day with Town vehicles. A new and special event will be demonstrations from the Ned Robotic Arm that Hayden was trained for and has arranged. There will be staff from other libraries coming to learn about this high-in-demand event. Adults will be welcome to check out different items to complete a punch cards to receive a gift.
- C. Volunteer Week- Trustees selected days to bring in baked goods for volunteer appreciation during the week of April 16-22.
- D. Daniel and Carolyn Brown Trust- The Browns were longtime volunteers at the Library and have named GPL as a beneficiary of a bequest of \$25,000. Mike will notify us when the funds are available for the Library to use.
- E. Policy Reviews– Four policies were reviewed with minor changes recommended.
 - Patron Cards- After discussion, Peter made a motion to raise the fee for a two year non-resident card to \$50, to add a photo ID requirement for a non-resident card, and to approve the policy with these changes. Thom seconded, and all voted in favor.
 - Loan Period and Loan Limits- Peter moved, Mike seconded and all voted in favor of approving the policy as written with only a change in the date to 4/23.
 - Renewals- Peter moved, Alexis seconded, and all voted in favor of approving the policy as written with only a change in the date to 4/23.
 - Emergencies-There was discussion that the Library Director will, at her discretion, notify the Board of Trustees when there is a serious incident at the Library. Peter made a motion, Mike seconded, and all voted in favor of accepting the policy as written.

- E. NHTLA Spring Conference- Trustees are invited to attend this conference. Alexis will Notify NHTLA to add Thom Francoeur to their database as a Trustee of GPL.

Personnel

Diane moved that we leave regular session and move into Executive Session to discuss Personnel. Peter seconded and all voted in favor. Chair Alexis Jackson called the executive session to order.

There was discussion pertaining to the addition of a part-time person for the summer.

Peter Ellis moved to leave executive session and adjourn the meeting, Thom seconded, Chair, Alexis Jackson adjourned both executive session and the regular meeting.

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

Respectfully submitted,
Diane Tinkham