



Gilford Town Hall: 47 Cherry Valley Rd., Gilford, NH
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Gilford Public Library Board of Trustees
Minutes of the January 11, 2023 Meeting

DRAFT

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

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

Minutes from the December 14, 2022, meeting was reviewed. Peter moved to accept, Mike seconded. All in favor.

Reports

Circulation

The trends for total circulation continue with the totals similar to last year with the exception of DVDS which was down almost 50 percent. However, new DVD circulation was up over 100 percent from last year, showing there are patrons that are not streaming and want the new movies. The total number of borrowers of physical materials was up to 660 from 627. The number of unique Overdrive numbers was also up slightly to 235 for the month. We registered 19 new borrowers in December, the same as last year. Overdrive usage was up, while Hoopla and Kanopy were down for the month. The very successful Candlelight Stroll increased door count almost 30 percent for a total of 6,444.

Programs

The Candlelight Stroll was the most attended event in the library for the year. Our door counters were set back to 0 before the event and were about 120 upstairs and over 1,000 downstairs, meaning we had between 500-600 people come to the library. Other successful events during December included the live virtual tour of Paris, the Early Release Activity for Teens: Cookies and Cocoa, Gingerbread House decorating, and Mrs. Claus Storytime with Sandy McGonagle.

Volunteers

Twenty-eight people provided 179 volunteer hours last month. This includes two new volunteers. The volunteers really helped at all of the larger events like Gingerbread Houses and Candlelight Stroll as did the Friends of the Library.

Old Business

- A. Report from ARSL Conference - Jill Mello. Jill brought back several ideas that will either enhance existing projects or can be implemented. These include portable Makerspace, items to keep on hand for programs, use a Pinterest program called Dynamite Dozen, using QR codes for information, programs, and

events. An example she used was that a code at the bench out front would provide information on why it is there.

- B. Budget 2022 – We ended the year with 97.12 percent expended. There are several open purchase orders.
- C. HVAC Software Upgrade - We are waiting for the install date.
- D. Lighting Project - the project has been completed.

New Business

- A. Annual Report – We reviewed the report. Katherine will submit it today. The report documents the accomplishments of staff, volunteers, and Friends.
- B. Training - Jill went to a Winter Ecology Educator Workshop put on by NH Fish and Game in Concord. GPD is offering updated Active Shooter Training at Town Hall. Four staff will attend. Linda is starting Introduction to Youth Library Services.
- C. Policies Review – We reviewed the following four policies. Peter moved to accept, Mike seconded, all in favor.
 - Emergencies (new)
 - Social Media
 - Security Camera
 - Investment
- D. Personnel – Signed forms to hire Molly Harper.

Peter moved to adjourn the meeting at 11:07, Mike seconded, all in favor.

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

Respectfully submitted,
Alexis Jackson