

Monday July 11, 2016 1 pm

Called to order at 1:00pm at the Belmont Public Library.

In attendance: Eileen Gilbert, Librarian

Trustees: Mary Charnley, Sharon Dunham and Diana Johnson

Eileen presented "Librarian Report" and it was accepted.

At the time \$4,300. was left in checking to pay for bills that are due until September.

Sarah completed an inventory of collection. There were 1,000 items unaccounted for in system. They were in the system but, we did not have the books and/or materials. This will assist in how we borrow and advertise to other libraries seeking out materials.

66 people have signed up for the Summer Reading program.

Eileen is working on the local history collection. She will speak with Lisa Ransom, BHS Guidance Counselor regarding a student that may want to replace Veronica, a previous BHS student that volunteered to update the data entry for the Belmont Historical vital statics.

LCHIP- grant was delivered 6/26. A site visit will be in July or August, then a final decision will be made in November 2016 if we qualify.

While at the meeting Mary called Northway Bank in Berlin and spoke with Ashley regarding not receiving the bank statements for checking and savings for the month of May and June 2016. They were never emailed and Mary went to the actual bank and received both month's statements and were delivered to library for Sharon. Apparently, the PO Box the bank had was different than our mailing address.

OLD BUSINESS-

Alarm System Repair-

Capital Alarm stated that they would honor the quote they gave us in May if we decided to go with them in December when our contract expired with Northeast Security.

repairs- account can cover cost to start getting Capital Alarm to start being our alarm system company. Eileen will notify the fire department and police when the change happens to keep them updated on companies. Eileen will notify trustees when Capital Alarm will arrive. Trustees will type a letter to notify Northeast Security of requesting the remaining balance (refund until December).

Summer Reading-going well, 66 people enrolled. Borrowed Ozobots from state library for a program. See programming for upcoming events.

Chair Yoga started with one person this is the first week. Next year we will look into adding more money in the budget for more performers in the summer as well as Sargent Fund. Great publicity being done in the newspapers, websites and in the library to promote the Summer Reading and all the library events.

New Hours-

We will stay open for 36 hours total. The new hours will begin August 1. We will stay open 6 days a week and keeping the Saturday hours of: 9-1.

We will reduce two nights until 6 instead of 7 and open two nights until 5 and keep the hours on Friday the same form 10-4.

Eileen will keep track of programming and attendance and usage of new library hours to see if they need to be adjusted.

New Hire Process-Eileen has posted for an additional position consisting of 10 hours.

NEW BUSINESS-

Brickwork-Trustees voted to have the back wall finished this summer into the fall of 2016. Eileen and Mary will present to the Selectmen on August 1 of using the Capital Reserve Fund to complete the back wall. We requested LCHIP money to use for remainder of brick work project. \$14,000 must be used for the planning study and asked \$7,000.

Mary will keep Joe Rhodes of decision.

August 13-Belmont Old Home Day-Library will be open from 9-1. Belmont Historical Society will be using the upstairs for their displays. Eileen has made a list of missing BHS yearbooks. She will make a sign to advertise for these for Old Home Day and well as post on the website.

Eileen has found a grant through a private foundation which is a 2 to 1 matching. This would be used for the collection development. The trustees voted on \$200.00 which would be matched for a total of \$400.00. This deadline is on October 1.

Library Budget-In August we need to start planning for the new library budget. Eileen would like to put in for new public access computers. Increase our book budget to \$2,000. Increase our summer reading for programs.

Look in the future for a DVD display and furniture.

A survey should be put together to show taxpayers and selectmen how the library is being used and the amount of patrons visiting and what services they are using. This will need to be discussed in detail at the August meeting.

Next meeting August 8 at 4pm, Diana Johnson will get the agenda ready for this.