

Called to order on Monday, August 8, 2016 at 4:08 pm.
In attendance: Eileen Gilbert, Director
Trustees: Mary Charney, Sharon Dunham and Diana Johnson

July Library Trustee Minutes were accepted as well as Eileen's Director report.

OLD BUSINESS- The alarm system is being replaced within the next two weeks. Eileen will speak with Northeast Security regarding a refund for the months that we are not contracting with them. She will present the response at next month's trustee meeting.

Summer Reading Program- CLIF will deliver \$1,000.00 worth of books to the library. Eileen will have thank you notes ready for next month's meeting for us to sign.

Adult programs have increased-we currently have 10 adult programs. Teen programs have been noticing an increase of up to 30 teens (5 programs were offered in July).

New Hire Process- we are still advertising.

Brickwork-Mary spoke with Joe during the meeting and he will finish the remainder of the back of the building, he will start within the next couple of weeks. Selectmen approved for the Capital Reserve Fund to pay for the rest of up to \$15,000.00. Joe was notified he needs to submit the bills directly to the Town Hall and they will pay him out of the fund. He will let Eileen have a couple of days notice of when he will start.

The Adult Crafters were asked the meeting if they would like to make crafts throughout the year so that next Old Home Day we could have a fundraiser. They agreed.

NEW BUSINESS

Linda Frawley has an artist that will make ornaments for us. The trustees voted to spend the initial \$350.00 for the ornaments to be made. They will sell for \$10.00 a piece. The picture on the ornament will be the entire front of the library like the painting that is hanging in the library. Eileen will follow through with Linda.

New Hours- Eileen has received two verbal comments from adults regarding the library closing before 7 and the new hours being changed. Sarah had a written comment placed in the Comment Box regarding a complaint about the change of hours. Mary called Jeanne the Town Administrator to let her know in case it was brought to the attention of the Town Hall. Jeanne was notified that that the hours were changed by the number of patrons that utilize it and that next year we would like to extend the weekly hours of the library being open.

We currently have 3 Chrome Books; they are being used for programs such as Summer Reading, Catalog Use and Ancestry programs.

Eileen is requesting that we purchase a computer for the patrons to use, it is not working well.

We currently have \$4,300.00 in our computer line for the budget for this year. We will work with Certified Computer Services, we CANNOT go over allotted money that we have budgeted for. We are looking for more memory and to replace 2? We need to research when the computers were last replaced.

Eileen will put together a survey to send out to patrons and taxpayers. We will ask about: hours, programs, technology, collections, expansion. No more than 20 questions should be asked. Eileen will have the survey put together before the Budget Committee meets in the fall.

Next year's budget we are looking for three possible staffing possibilities.

Next meeting is on Monday, September 12 at 4:15 at the Belmont Public Library.
Diana Johnson will have the agenda ready for posting.