



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 December 14, 2022 Meeting

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

Chair Betty Tidd called the meeting to order at 10:01.

Minutes from the November 9, 2022, meeting were reviewed. Peter moved to accept, Mike seconded. All in favor.

Reports

Circulation

Circulation of the total amount of materials is approximately the same as last year, with the total number of borrowers of physical materials up to 724 from 685. The number of unique Overdrive numbers was up slightly to 229 for the month. We registered 43 new borrowers in November, up from 23 last year. Overdrive usage was up while Hoopla and Kanopy were down for the month. Once again our Advantage titles are doing well with 135 circulations for the month. The largest number of materials in any collection circulating was fiction followed by picture books. DVD circulation was down almost 50 percent from last year as more people rely on streaming services for movies. Door count was up over 10 percent for a total of 6,531.

Programs

Programs continue to have steady attendance. The largest audience for adults was Geri-fit at 18, for teens it was the World Cup Watch Party with 21, and kids it was 4th grade book talks with 69 participants. Our middle school/teen population seems to have settled down a bit with less behavioral issues and a more collaborative atmosphere with programming. They came up with a new “Cubing Club” as well as a D&D group meeting weekly. Also during finals week, a group of teenagers asked Hayden for additional programming in off hours. Along the same lines, Jill’s Science at the Library was inspired by a child’s interest in Eugene Seymour and they came up with ideas and implemented a maze for the guinea pig.

Volunteers

We had 200 volunteer hours last month from 29 people. A couple new school volunteers started last month.

Old Business

- A. Arielle Allen provided a summary of the Association of Small and Rural Library (ARSL) Conference she and J’Lillian Mello attended. They attended several breakout sessions. One confirmed that our customer service is good. Another on

marketing the library as a gathering place provided tips on how to communicate what we provide to our community. They also learned new ways to use social media. They learned tips about serving the whole person, ensuring all patrons are comfortable.

- B. Budget 2022 & Budget 2023 – The town budget will include an increase in salaries town wide.
- C. HVAC Software Upgrade- the lowest estimate that was approved last month turned out to be just the central plant controllers (the 2 HVACs and well pumps). When called for clarification, we would be running two systems until everything could be switched over and the updated estimate is \$44K. Katherine went back to the ENE estimate which is 20K which includes the whole system using existing sensors. Even though we've had issues with service and response, she recommended accepting their proposal. Mike moved to accept the ENE bid, Diane seconded, all in favor.
- D. Lighting- Proposal for new lights was presented to the Friends and they agreed to pick up any extra that could not be paid for with remaining funds for 2022. They have been retrofitted to convert to LED with a cost of up to \$700 per fixture with an approximate total cost of \$7K.

New Business

- A. Holiday Party – A proposal to close library early (5PM) on December 21 for staff Holiday Party was approved.
- B. Holidays 2023 – After review Diane moved to add a second floating holiday and only close on the 11th for Veterans Day. Peter accepted, all in favor.
- C. Personnel Policy – Discussed the town policy amendments and the proposed Wage Scale for 2023. Mike moved to accept the new town personnel policy and Wage scale for 2023. Diane seconded, all in favor.

Mike moved to go into executive session at 10:45 am, Alexis seconded, all in favor.

Peter moved to adjourn the regular meeting at 11:08, Diane seconded, all in favor.

The next regular meeting is scheduled for January 11, 2023, at 10:00 am.

Respectfully submitted

Alexis Jackson