



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 June 14, 2023 Meeting

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

Chair Alexis Jackson called the meeting to order at 9:57.

Minutes

Mike moved to accept the minutes from the May Trustee meeting, Peter seconded and all voted in favor.

Public Comment

There were no public comments submitted.

Reports

Circulation -May was a very good month in all categories. Digital usage was up with 250 unique borrowers on Overdrive. Katherine said that the Ancestry usage has gone down dramatically and she is considering getting rid of it.

Programs –Alexis mentioned that the stained glass program in the Children’s Room was very successful. Karaoke for Teens was very popular as was the adult program Discover Live: Peru.

Volunteers –We had 217 volunteer hours last month from 29 people. Summer volunteers continue to return.

Budget- We’re within the expected amount for this time of year.

Treasurer – The Investment account continues to trend upwards.

Old Business

- A. Friends – Thom is attending the June meeting. The Book Sale Room is still in the midst of an improvement of the physical setup. The Friends gave \$200 towards scholarships for non-residents who need financial assistance with the GPL

membership fee. The staff will determine when it is appropriate to offer it to a patron.

- B. Security Alarm –We received an estimate from Northeast Security Agency for \$2310 for new panic buttons. Peter moved that we accept the bid, Diane seconded, all voted in favor.
- C. Belknap Landscaping Proposal –Peter moved to accept the BL proposal for a work order to complete the outdoor back stairs and related work for \$16, 280. Thom seconded and all voted in favor.

New Business

- A. Meet a Friend/Trustee –The Newsletter will be highlighting individual Trustees as they've been doing for members of the Friends.
- B. Review of Open Hours –Katherine proposed that we change the evening hours to be open on Tuesdays and Thursdays until 7:00 rather than Thursday until 8:00. All agreed that it was a reasonable plan.
- C. Copier –The downstairs copier is going to need to be replaced soon.
- D. ENE Preventative Maintenance Visit –We had one compressor that was low pressure and another that was totally out of commission with a leak. The technician was at the Library for 2 ½ days and was very helpful.
- E. Policy Reviews
The following three policies were reviewed with minor changes recommended. Peter moved to accept the policies as modified, Mike seconded, all voted in favor.
 - Overdue
 - Delivery Service
 - Reference Service
- F. Farm Share Policy –The Trustees purchased a Farm Share for the staff as a Christmas gift. The Friends decided to match that and purchase an additional one for the staff. Katherine will send us an email when they are ready and the Trustees will take turns picking them up at Moultonborough Farm.
- G. Personnel –Nicole Gallagher started working part-time for the summer. Hayden will be going on paternity leave in September.

Alexis brought up the topic of liability for Trustees and it was determined that we are covered by the Town Insurance.

Peter Moved to adjourn, Mike seconded, all in favor.

The next regular meeting is scheduled for July 12, 2023, at 10:00 am.

Respectfully submitted,
Diane Tinkham