



Gilford Town Hall: 47 Cherry Valley Rd., Gilford, NH
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Gilford Public Library Board of Trustees
Minutes of the November 9, 2022 Meeting
DRAFT

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

The meeting was called to order by Chair, Betty Tidd at 10:00 a.m.

Minutes

The minutes of the October 12, 2022 meeting were discussed. A motion to accept the minutes as amended was made by Peter, seconded by Mike and unanimously approved.

Public Comment

None

Reports

Circulation

Electronic usage was up 17%, with eBooks up 35% from last year at this time. The most circulated collections were our 5-day books, new videos, and new fiction. The Hiking Safety program had the highest attendance and the Friends' Social was very successful.

Programs

The Hiking Safety program had the highest attendance and the Friends' Social was very successful. The annual Preschool Halloween Party had 70 attendees.

Budget

Katherine distributed the Budget and there was a brief discussion.

Volunteers

We had 218.5 volunteer hours last month from 29 people, In addition there are several new volunteers.

Treasurer

Mike Marshall gave a brief report concerning last month's expenses and income.

Old Business

- A. Friends Schedule and Update- Betty Tidd, who is serving as the new President of the Friends of the Gilford Public Library, reported on the success of the Social gathering and the upcoming membership drive.
- B. Generator-The new generator ordered through Hutchins Electric will not arrive for approximately 38 weeks. The project will take place next summer at the earliest due to the delay.
- C. Budget 2023- Meeting with the Budget Sub-Committee will be at the Library on Tues. Nov. 15 at 12:00. The Budget Committee meeting will be at the Town Hall on Thursday Nov. 17 at 6:30.
- D. HVAC- Preventive Maintenance- ENE recently provided the preventive maintenance for the HVAC system.
- E. Holiday Hours- Peter made a motion that the Library be closed on Dec. 31, and on Monday, Jan 2. Mike seconded, and all voted in favor.

New Business

- A. HVAC Software Upgrade- The Trustees reviewed the three estimates for upgrading the current system. Peter made a motion to accept the bid from Granite State Automation. Mike seconded and a discussion followed and then all voted in favor. Peter made a motion to encumber any funds remaining in the GPL 2022 Budget to be applied to the Heating Control System Upgrade. Diane seconded, all voted in favor.
- B. Lighting-.The original pendant lights in the Library are obsolete and need to be replaced. Katherine is looking into the options available. Betty Tidd will approach the Friends about using the Friends Building Fund to cover some of the cost.
- C. Review of Policies- The following policies were discussed: Public Relations, Inclement Weather and Closing, and Petty Cash, and the Credit Card Policy. Mike made a motion to accept the policies presented as amended. Peter seconded, and all voted in favor.
- D. Security System- Katherine is getting an estimate on the cost of replacing or repairing the hard drive for the security system.
- E. Staff Christmas Gift-The Trustees plan to purchase a 2023 Farm Share from a local farm for the staff as a Christmas Gift. We agreed to purchase the food for a Staff Christmas Party at the Library. Peter made a motion that we use up to \$300 for food/costs for a Staff Christmas Party, Mike seconded, all voted in favor.

Mike made a motion to close the meeting, Diane seconded and all voted in favor. Chair, Betty Tidd officially closed the meeting.

Our next meeting will be December 14, 2022 at 10:00 am.

Respectfully submitted,

Diane Tinkham