



Gilford Town Hall: 47 Cherry Valley Rd., Gilford, NH
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Gilford Public Library Board of Trustees
Minutes of the October 12, 2022 Meeting
DRAFT

Attending: Katherine Dormody, Betty Tidd, Mike Marshall, Diane Tinkham
Town Administrator, Scott Dunn and Selectman Kevin Hayes were also in attendance.

The meeting was called to order by Chair, Betty Tidd at 9:57 a.m.

Minutes

The minutes of the September 14, 2022 meeting were discussed and a motion to accept them was made by Diane, seconded by Mike and unanimously approved.

Public Comment

None

Budget 2023

Scott Dunn presented the draft Town of Gilford Budget and explained that there will be significant pay adjustments for Town employees. Hourly employees will receive a \$2 an hour increase across all departments. Salary employees will also receive an increase. A lengthy discussion ensued as to how this can be achieved without raising taxes for the Town of Gilford. Katherine pointed out that we had already level funded the GPL budget for 2023 in anticipation of this situation. Scott pointed out possible items that the Library could decrease or cut out. We decided that instead of putting 4 new computers into the budget, we would ask for only 3 next week and attempt to find the money this year to buy that 4th computer. The meeting with the Budget Committee will be on October 25.

Evaluation Process

Selectmen Kevin Hayes led us in a discussion of the Evaluation process for Department Heads. The Trustees had recently completed an evaluation of Katherine's performance reflecting the many ways in which Katherine has continued to excel in her role and that she continued to improve the Library in the past year. Kevin reminded us that there is a level that is used to begin our rankings, such as "meets expectations" and that we move up or down from that point. The Trustees reflected that Katherine continues to surpass our expectations in her performance as the Director of Gilford Public Library. Kevin Hayes and Scott Dunn departed the meeting after the conversation ended and both had given their reports and comments.

Reports

Circulation

The Library registered 50 new borrowers during the month of September. The number of unique borrowers for Overdrive was up enormously from 10 last year to 243 this year. Advantage titles continue to show huge increases with the Library having its own landing page on the website.

Programs

The Hand and Foot card game has become so well-attended that, like the Bridge group, it is now offered twice a week. The programs are continuing to have steady attendance. The Amelia Earhart Program drew the largest attendance for the adults and the Early Release programs were the highest in attendance for the children. The door count is up 25%.

Budget

We have chosen not to have a current contract with ENE for HVAC servicing, and have been calling them as needed which has been less expensive. We discussed the importance of defending the budget for 2023 as we feel that we have trimmed it as much as could. See above discussion with Scott Dunn and Kevin Hayes.

Volunteers

The Volunteer Luncheon was very well attended, had delicious food from Wrap City, and the staff led the group in a fun and creative game. We had 198 volunteer hours in September from 28 people. Some school volunteers are returning to volunteer again as the school year gets underway.

Treasurer

Mike Marshall reported that the investment account was up this month.

Old Business

- A. Friends Update- Diane attended the September meeting and reported that a Nominating Committee was formed and they have selected individuals to serve on the Board for the coming year. Betty Tidd is willing to serve and is being nominated to serve as President, and Kathy Meierjurgan has expressed a willingness to serve and will be nominated to be Vice President. Sheila Roddy is willing to serve again as Treasurer and Lynne Devivo is willing to serve another term as Secretary. They will be voted on at the Friends' annual meeting which is in October. On October 27 the Friends are having a social for the members of the Friends of GPL.
- B. Generator-We're waiting for the estimate from Hutchin's Electric. After receiving an estimate, we can apply for a grant that is available for libraries to be used as emergency locations.
- C. HVAC- Katherine has been in touch with two companies and is still waiting to hear back from ENE before making a decision.
- D. ARSL- Association for Rural and Small Libraries- Arielle and Jill both attended this conference last month and returned with lots of enthusiasm and ideas. They'll be sharing many ideas during a staff meeting in October.

New Business

- A. Review of Policies- After discussion, Mike made a motion to accept the Bulletin Board, and Copy and Fax Policies as written and the Exhibition Area, as amended. Diane seconded and all voted in favor.
- B. Personnel- Mike made a motion to leave pubic session and go into non-public session at 11:14. Diane seconded, all voted in favor. There was brief discussion concerning personnel issues. Mike made a motion to leave non-public session at 11:22, Diane seconded, all voted in favor. Diane made a motion to return to public session at 11:23, Mike seconded, all voted in favor. At 11:24 Mike made a motion to adjourn the meeting, Diane seconded and all voted in favor. Chair Betty Tidd closed the meeting at that time.

Our next meeting will be November 9, 2022 at 10:00 am.

Respectfully submitted,

Diane Tinkham

Gilford Public Library Board of Trustees
Addendum
Minutes of the Non-Public Session- October 12, 2022 Meeting

Attending: Katherine Dormody, Betty Tidd, Mike Marshall, Diane Tinkham

The Non- Public Session began at 11:14. There was a brief discussion concerning personnel issues. Mike made a motion to leave the non-public session at 11:22. Diane seconded, and all voted in favor.

Respectfully submitted,

Diane Tinkham