



**Gilford Town Hall:** 47 Cherry Valley Rd., Gilford, NH  
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Gilford Public Library Board of Trustees  
Minutes of the July 13, 2022 Meeting  
**DRAFT**

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

Betty called the meeting to order at 10:00.

There were no public comments.

Minutes from the June 8, 2022, meeting were accepted with the addition of a missing number of program attendees. Diane moved, Peter seconded, all in favor.

## **Reports**

### Circulation

Circulation of materials is slightly lower than last year; however, the number of unique borrowers went from 818 to 858 this year. The biggest increase was the number of children using cards, a 30 percent jump. Door counts are up 27 percent over last year. We signed up 50 new borrowers in July and 1,560 people took part in in-person programs. Computer usage was down from 275 to 257 this year, and Wifi usage was up 44 percent.

### Programs

Our Summer Reading Kickoff was the largest program we had last month with over 200 people attending. The magician was very entertaining and the event went very smoothly with sign-up and ice cream stations outside. Last year we had 120 for the kickoff. Also in the Children's Room, the 1000 Books Before Kindergarten and the Father's Day Craft drew close to 40 each program. The gardening programs for adults were very popular as was the Eleanor Roosevelt impersonator program. These programs were paid for by the grant funds which will be used up by the end of July.

## Volunteers

Volunteer hours were up 12 percent for June, we have a couple of new summer volunteers. The volunteer newsletter is now sent twice a month.

## **Old Business**

- A. Friends Schedule and update – The Friends have started organizing for Old Home Day. Sheila Roddy is taking over the book sale, Jane Ellis is continuing with leading the Pie and Ice Cream sale.
- B. Garage – The repairs and new roof work are done. Katherine mentioned to DPW that there still are some things inside that we would like to dispose of including the boiler, toilet and sink.
- C. Summer Reading - The first day sign-ups were very good with close to 200 kids, 28 teens, and 45 adults. Feedback has been very good and people excited about the prizes. We made the Children's one easier this year and a couple of the high achievers have already finished and are now starting over.
- D. Gilford Neighbors - There have been some new obstacles due to a staff personal situation.

## **New Business**

- A. Review of Policies – We reviewed the following policies: Mission Statement, Location and Hours, Library Staff, List of Trustees, Town of Gilford Public Library Bylaws, ALA Library Bill of Rights, ALA Freedom to Read Statement and Organizational Chart. Minor modifications were made to the Trustee list and the Bylaws. Copies are available at the front desk. Alexis moved to accept policies as noted, Mike seconded, all in favor.
- B. Landscaping - We had some issues with the irrigation system that were addressed by Belknap Landscaping. While they were here they walked the property and had several recommendations. Katherine attached an estimate for General Tree Care, and an estimate to clear out the Bittersweet and clean up weeds on the far side of the building. Lastly, they are working on an estimate for new stairs coming from the garage. After reviewing the proposal Peter moved that we hold off on the tree care until we discuss what work DPW may be able to do. Mike seconded, all in favor.
- C. Budget 2023 – Katherine provided the Town schedule. It is later this year and some subcommittees have been combined.
- D. New Incidents- there was an incident of stealing money from the safe in the Friends store. A loss of power and water incident occurred over a weekend that Matt, Buildings and Grounds Supervisor, was on vacation so Katherine responded.
- E. Generator – Looking into getting current numbers of just powering HVAC system. There may be some ARPA funds available.
- F. American Small and Rural Libraries Conference – The conference is being held in Chattanooga, TN. Prices seem reasonable to send two employees. Mike moved to send Ariel and Jill, Diane seconded, all in favor.

Alexis moved to adjourn at 11:25, Peter seconded, all in favor.

The next meeting is scheduled for 10:00 am on August 10, 2022.

Respectfully submitted,

Alexis Jackson  
Secretary