



# Milton Free Public Library

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Ph. 603-473-8535 [www.MiltonFreePublicLibrary.org](http://www.MiltonFreePublicLibrary.org)

## Milton Free Public Library Trustees Minutes February 11, 2016

**Attendees:** Laurie Palmeira, Larry Brown, Betsy Baker

The meeting was called to order at 5:01PM by Laurie Palmeira.

The checking account is currently at \$1,264.75. At this time a balance of the 2005 Milton Free Public Library Capital Reserve Fund and the 2014 General Trust Fund are not available as the accounting has not been finalized for the 2015 year end. Betsy Baker noted that the CRF balance for “end of year” will follow from the Trustees of the Trust Funds.

Larry Brown made a motion to accept the treasure’s report and that it be placed on file. Laurie Palmeira seconded.

Betsy Baker gave the librarians report. Betsy noted that the Skywatch that had been planned for Saturday, February 13<sup>th</sup> had been cancelled due to the predicted below zero temperatures. The patron count for December 2015 was 270 including 152 adults, 32 teens, and 86 children. Total patrons for the year 2015 were 4,015. The Overdrive numbers for December consisted of 79 e-book transactions, 50 audiobooks, and 4 magazines. Total downloadable book count for 2015 was 1,273 (615 audio books, 568 e-books, and 90 magazines). The patron count for January 2016 was 281 including 183 adults, 46 teens, and 52 children. The Overdrive numbers for January consisted of 143 transactions (47 e-book transactions, 88 audiobooks, and 8 magazines). The first Build It! event attracted 1 teen, 19 adults, and 34 children. The next Build It! event dates are March 19<sup>th</sup>, April 9<sup>th</sup>, and May 14<sup>th</sup>. The upstairs of the library will be closed from February 20<sup>th</sup> to February 28<sup>th</sup> for the floor sanding project. Betsy was excused from jury duty for the entire month of March but she will be on call for April. The six Fun Fan Fiction contest entries will be awarded on February 18<sup>th</sup>.

Larry Brown made a motion to approve the meeting minutes of January 7, 2016 as written. Laurie Palmeira seconded.

At 5:15PM Laurie Palmeira moved to enter meeting into non-public session per RSA 91-A:3 II(a) (employment issue) and polled each member individually affirm the vote to enter non-public session. Each member was asked if they agree yes or no to enter non-public. All members agreed 2-0 to enter non-public.

At 5:45PM Larry Brown made a motion to exit the non-public session and Laurie Palmeira seconded.

Trustees are in agreement with the content of Betsy Baker's annual employment evaluation topic by topic and will reach agreement on the numbers for the June 30, 2016 crossover date for COLA and merit raises. The evaluation forms will be placed back on file until the May 2016 trustee meeting.

Laurie Palmeira made a motion to adjourn the meeting at 5:58PM. Larry Brown seconded.

Recorded by Laurie B. Palmeira

**DRAFT**

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Les Elder

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Laurie Palmeira

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Larry Brown