



# Milton Free Public Library

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## Milton Free Public Library Trustees Minutes September 17, 2015

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

The meeting was called to order at 6:00 PM by Les Elder.

Les Elder presented the treasure's report. As of August 31, 2015, 67% of the budget had been expended which indicates the library is right on track budget wise. The 2015 starting balance of the 2005 MFPL Capital Reserve Fund was \$40,569.89. There was one check disbursement of \$5,100.00 to Mills Construction for siding and painting leaving a balance of \$35,469.89 as of August 31, 2015. The 2014 Town of Milton Maintenance CRF contains a balance of \$20,088.48. We have received \$7,394.50 in LCHIP grant funds to date. The checking account is currently at \$1,154.54. A total of \$12.00 was received from the "Guilt Jar".

Betsy Baker gave the librarians report. The patron count for July was 410 including 214 adults, 65 teens, and 131 children. The Overdrive numbers for July consisted of 60 e-book transactions, 56 audiobooks, and 10 magazines for a total of 126 transactions.

The total patron count of 325 for August consisted of 172 adults, 64 teens, and 86 children. The figure also included 3 new patrons. The Overdrive numbers for August included 56 e-books, 6 periodicals, and 57 audiobooks for a total of 111 transactions.

Betsy had been busy with the Summer Reading Program. The numbers had been down a bit from previous years, but Betsy stated that many of the children had 'aged out' of the program. Since the library sees many young new faces, she expects to see them for many years in various activities. As part of the Summer Reading program a Milton Police Officer read to the children. Betsy also took some time to read to the campers at Camp Three Ponds.

The new telescope from the NH Astronomical Society is now available for lending from the library. It has been checked out a few times already. Betsy has already contacted the PTA and various instructors at Nute as she hopes to have a "Sky Watch" sometime this fall.

Betsy is in the process of putting together a public survey to assess where the library is in the community, what we can do to improve service, and to increase awareness of the library. In addition, the library is sponsoring a “1000 Books before Kindergarten” program which encourages families to read with their preschoolers.

Larry Brown moved to approve the July 9, 2015 meeting minutes as written. Laurie Palmeira seconded. All in favor.

Les Elder made a motion to reimburse the Town of Milton \$628.75 for the inspection of the vertical platform lift on invoice number JK011215-03 dated August 14, 2015. Larry Brown seconded. All in favor.

The siding has been installed on the library and it is mostly painted. Unfortunately, the upstairs remains unavailable for use due to handrails needing to be installed and two hazardous work areas. Betsy informed the Trustees that patrons and outside organizations are anxious to have the upstairs back in use again as she had originally informed everyone that it would only be closed down for two or three weeks maximum. She explained that this extended closure period of 3 months (since May 29, 2015) has been hard on everyone and she is still unable to provide an adequate timeframe for her outreach in newsletters, The Milton Gazette, the local schools, and The Foster’s newspaper. In addition it has been very hard to plan for future library events that are critical to attracting current and new patrons. The new handicap lift is inspected and operational, but still cannot be used until the egress has been approved and the upstairs is opened for use. Larry Brown stated that he would see what he could do to pinpoint what issues still needed to be completed for the egress and upstairs to be open for use again.

Discussion ensued about future building projects to pinpoint for the CIP. Betsy Baker explained that an asphalt handicap parking area next to the new lift should be a priority.

Les Elder made a motion to approve the Library Room Use Policy as amended. Seconded by Larry Brown. All in favor.

The 2016 library budget was discussed. At \$54,111.00, it represents a 2.53% modest increase over last year’s budget of \$52,771.96.

Laurie Palmeira discussed a date for the “ribbon cutting” ceremony for the new handicap lift which is a requirement of the NH State Council on the Arts grant. Betsy Baker will discuss with Pat Smith and determine a date for the ceremony.

The next regular meeting of the Library Trustees will be October 8<sup>th</sup> at 6PM at the library.

Larry Brown moved to adjourn the meeting at 7:06PM. Les Elder seconded. All in favor.

**DRAFT**

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Les Elder

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Laurie Palmeira

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Larry Brown