



# Milton Free Public Library

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## **Milton Free Public Library Trustees Minutes June 13, 2018**

**Attendees:** Laurie Palmeira, Betsy Baker, Nancy Drew, Larry Brown, Miranda Myhre

The meeting was called to order at 2:00 PM by Larry Brown.

Nancy Drew made a motion to accept the May 9, 2018 meeting minutes. Laurie Palmeira seconded. All in favor.

Nancy Drew presented the treasurer's report. The opening balance for the checking account at Citizens Bank on May 1<sup>st</sup>, 2018 was \$2,100.39. There was a \$90.00 withdrawal on May 25<sup>th</sup>, 2018, check #1191, for the trustees to attend the New Hampshire Library Trustee's Association Annual Conference in May. Library fees of \$56.00 were deposited on May 22<sup>nd</sup>, 2018. Interest of \$0.02 was deposited on May 31, 2018 for an ending balance of \$2,076.41.

Laurie Palmeira made a motion to accept the treasure's report and have it placed on file. Larry Brown. seconded. All in favor.

Betsy Baker presented the Library Director's report. The patron count for May 2018 was 370 including 205 adults, 33 teens, and 132 children. The Downloadable Books patron count was 92 for audio books and 90 for eBooks for a total transaction number of 182. Ancestry transactions totaled 72. The last story time of the year went well at Tiny Hill Farm. There were eight children and nine adults in attendance and many goats! The library hosted the UNH Cooperative Extension Foresters on Tuesday, May 22<sup>nd</sup>. Betsy stated that the kite flying day was a great time for all. She would like to make it an annual event the Saturday of Memorial Day weekend.

Betsy also attended the Children's Librarians of NH Conference on May 17<sup>th</sup>. This year's theme was helping communities welcome immigrants.

Betsy also recently attended the annual Children's Book Review in Concord. The library will receive eight free books from the review. Betsy also obtained free books for Nute. The Milton Elementary School librarian who also attended will receive free books for MES.

Betsy is planning to have a 3D printer available for use in September for patrons. The 3D printer is not for the library to keep, but is part of a loan program that brings new technologies to libraries.

Nancy Drew presented a few updates to the bylaws. Discussion ensued and Betsy will write a draft of the updated bylaws for the August meeting.

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Betsy presented a preliminary library budget that she is still working on.

Library Trustees noted that attached librarians report dated June 13, 2018 summarized above exhibits the competency and good will of the Library Director from the variety of the projects undertaken and completed. The Library Director's report is attached to these meeting minutes as a record of her continued work. Laurie made a motion to approve a 2% merit salary increase and a 1.7% COLA for the Library Director. Nancy Drew seconded. All in favor.

Betsy discussed staffing levels at the library for safety reasons. She would like to have two employees in the building at the same time as much as possible. Due to the rural environment, accessibility to the interstate traffic system, and the possibility of accidents, the trustees have the obligation to the employees and the public to ensure the health, safety and welfare of the library community.

Laurie Palmeira made a motion to accept the Library Director's report and have it placed on file. Nancy Drew seconded. All in favor.

No Public Comment.

There will not be a Trustee meeting in July. The next Library Trustee meeting will be on Wednesday, August 8, 2018, at 2PM at the library.

Larry Brown made a motion to adjourn the meeting at 3:31PM. Nancy Drew seconded. All in favor.

Recorded by Laurie B. Palmeira

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Larry Brown

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Laurie B. Palmeira

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Nancy Drew

## Milton Free Public Library Librarian's report for Trustee meeting June 13 2018

- Patron Count for April 2018: Year to Date:

|              |     |      |
|--------------|-----|------|
| 1. Adult:    | 205 | 864  |
| 2. Teen:     | 33  | 203  |
| 3. Children: | 132 | 462  |
| 4. Total:    | 370 | 1511 |
- Downloadable Books Patron Count:

|                        |     |
|------------------------|-----|
| 1. Audio Books:        | 92  |
| 2. E-books:            | 90  |
| 3. Total transactions: | 182 |
- Ancestry transactions: uses 72 (Citation Images 57, 15 text)
- The last story time of this year went well. We were at the Tiny Hill Farm with 8 children and 9 adults and many goats!
- The Milton Free Public Library hosted the UNH Co-operative Extension Foresters Tuesday, May 22.
- On May17, I was in Henniker for the Children's Librarians of NH Conference (formally CHILLIS). The theme was helping communities to be welcoming to immigrants.
- Budget season has started. Heather is asking that an initial budget request to be submitted July 31 to start the review process.
- The kite-flying day was a lot of fun! I have plans to make that an annual event on the Saturday of Memorial Day Weekend. We had 7 children and 7 adults join us.
- I received notice of a free copier in Holderness. Even though we have a suitable home use system, it uses ink quickly, so I drove to Holderness to take it for MFPL.
- I went to Concord for the annual Children's Book Review. MFPL will receive a total of 8 free books from that review. I also asked for free books for Nute. The Milton Elementary School librarian went with me and will receive books for MES.
- I have spent several hours with Karen Brown finalizing plans for the Beach kick-off
- Rochester Area Librarians met in Ossipee 6/7. Reviewing the best way to bring continuing education to all RALI members
- I will be out of contact 6/20, 6-27-6/30
- Don't forget July 4!