

Davis Public Library Board of Trustees Meeting

Meeting Date: August 15, 2018

Present: Angel Nicoletti, Geri Bailey, Lauren Rettig, Alexia Currie. **Absent:** Margo Santoro.

Meeting called to order at 1:07 pm by Angel Nicoletti.

Correspondence: Mike Turner wrote a delightful children's story about the paintings of the bears and donated it to the trustees as a possible fund raiser. As the library doesn't do fund raisers, it was decided to send Mike's story to the Friends of the Library to see if that is something they are interested in pursuing. Angel will send Mike a thank you for the story and for the photos of the bears and will forward the story to the FOL.

Minutes: Minutes of the meeting of July 2018 were reviewed and amended as follows: (1) Under Old Business, Tech Support, change "David Galuchi will support..." to "David Galuchi would support..." (2) Under New Business, Children's Garden change "\$500 for plantings" to "\$400 for plantings." The Minutes were accepted as corrected. It was noted that our June and July Minutes have not been posted to the Town website. Margo is asked to check on this and post the minutes as soon as possible.

Treasurer's Report: Accepted as presented.

Librarian Report:

- Exploring the Rockies presentation on 8/29/18 at 7 pm at Town Hall; Town Hall has been reserved; advertising info has been sent to the newspapers; Sally Ripley will do the advertising roadside signs.
- Summer Reading Program finale is the August 17 party at 6 pm; Friends of the Library will purchase cupcakes for the party; some of the children will pay music followed by the raffle for prizes. Student Elizabeth Bodnar volunteered to do the set up as part of her community service volunteering.
- Stats: July had 739 patrons which is the largest number ever; ebooks 197; inhouse 459; ILL 7; circulation 663; new patrons 4; book club 12; makerspace table 30; music making Monday 16; and summer reading program signups 62.
- Website – voted to use DavisPublicLibrary as our domain name; Lauren will look into difference between using .com or .org. Trustees would like to meet with Elise to thank her for all the work she has done on the website and to have her educate us on the factors involved in deciding on a hosting site, and specifically why she chose wix.com. Angel will email Elise to see if we can come up with a convenient time to meet with her after September 6th (possibly a Saturday morning before the library opens or during regular Saturday hours, or some evening after 7 pm).

Old Business:

- No Overnight Parking sign – Bob is getting the tools together that he needs to put the sign up.
- Canopy – Lauren will ask Bob for his advice as to whether or not it is possible to hang the canopy in the side yard by the Barrett bench.
- Tech support – After getting some info about possible tech support, on motion by Lexie, seconded by Angel, it was voted to hire David Galuchi for tech support at \$30/an hour. Deciding on routine maintenance tabled to a later date.

- Fence, railing – waiting for installation of new railing for the ramp and holding on painting until that installation is done. The second coat of fence painting to be done by Brian Wakeman will be done when the new railing is installed; cost of the second coat of paint (\$200) to be paid out of the Town maintenance account for the library.
- Children's garden – agreed to pay the bill to Our Town. Angel will do some research on how to make that gazebo handicap accessible.
- Laptop for Margo – Norton and Microsoft already installed on the laptop.
- Telephone and internet contract – New modem installed and upgrades done, but there's a question as to whether or not we are actually getting the download and upload speeds we are paying for. It was decided to ask David Galuchi to check on the speed we are actually getting.
- Broken Brain series – Angel and Lexie have not yet had the time to evaluate. Topic to stay on monthly agenda.

New Business:

- Barrett Memorial Pathway and landscaping: David Lesser will use the Lesser Charitable Foundation for railing and walkway costs of about \$400 to \$500; Brian Wakeman will do that work with David. The Friends of the Library will pay \$400 for the landscaping shrubs and mulch. David Lesser will start that work when the rains stop.
- Sue Bottomley offered to sketch the library for \$100. It was decided to pass along her offer to the Friends of the Library. If the FOL decide to have Sue do the sketch, it was suggested that they ask if we could use her sketch on notecards.
- NHLTA: The September Regional Library group of NHLTA will meet here on September 21 at noon. Will discuss specifics at next meeting.
- Policy to update – sexual harassment one is the oldest – will start with that one at future meetings.

Action Items:

- Angel – (1) call David Galuchi to confirm we want to hire him as our tech support and will ask him about checking the internet download and upload speeds; (2) will email Elise about meeting with her in regard to the website host; (3) will contact Granite State about the handicap access to the gazebo; (4) send a thank you note to Mike Turner and forward his story to the Friends for followup.
- Margo – (1) will post June and July minutes on Town website as soon as possible in conformance with the governing RSA; (2) will give us the names of the graphic artists she knows to contact about designing a library logo.

Meeting adjourned: 2:30 pm

Next meeting date: September 19, 2018.

Alexia Currie, Secretary Pro Tem