**Davis Public Library Board of Trustees Meeting**

**Meeting Date:** April 3, 2019

**Present:** Alexia Currie, Angel Nicoletti, Lauren Rettig, Geri Bailey

**Meeting called to order at** 1:05 p.m. **by** Angel

**Correspondence:** Resignation letter effective 4/24 received from L. Rettig. Lauren has offered to be on the Substitute list. We will all miss Lauren greatly and wish her well in her new position.

**Minutes:** Approved and corrected March minutes.

**Treasurer’s Report:** Presented by Treasurer. All in order, report approved.

**Librarian Report:**

* Lauren presented Librarian Report. She will post a job opening in the NH Library Job Blog. Visits are up substantially from last year’s March total as was circulation. Coffee hour was a success and will be extended next winter to cover January-March Saturdays. The Winter Reading Challenge drew in 49 readers. Raffle prizes for that challenge were all donated. Advanced Care Directives program led by Dave Ferner will take place on 4/15. Jocelyn Duffy will present Gardening for Wildlife May 8th. In June, Monday weekly yoga outdoors will begin. Lauren sent in the annual statistics to the NH State Library.

**Old Business:**

* The fence will need a second coat once the wall behind it has been repaired.
* Gazebo ramp: A 5’ foldup ramp has been tentatively selected as the best solution. Angel to follow-up with All-Ways Accessible for a site visit to confirm selection.
* Access to the Online Catalog is pending a response from Library World. Lauren to follow-up.
* Final budget to go to the Town Meeting discussed with no changes.

**New Business:**

* Lauren will create a job aid for transitioning her work to the new LD. She will evaluate the performance of the Library Assistant. She will contact Jim Coffey about transitioning the responsibility for smoke alarm battery maintenance to Tattersall consistent with other town buildings. She will contact Bob re: changing the water filter and pump battery. She will also look into purchasing a monitor for the Adult Room for presentation viewing.
* The new walkway to the Children’s Garden has settled. Angel will contact Our Town Landscaping to arrange a date for the wall repairs and to have them level the walkway.
* Lauren made recommendations for personnel wages. Changes will be needed to the Personnel policy.
* Angel will register trustees for the NHLTA Spring Conference.
* The Library Assistant has offered to write library articles for the new Stoddard newsletter.
* Solicitation of topics for programming from the Stoddard Community was discussed. This can be done through the newsletter and a survey form on the Stoddard Town website.
* Potential Little Library box locations and management needs to support were discussed. Potential locations: Island Pond and the Marina. Books can be provided initially from donations. Geri and Angel to follow-up to identify candidate maintainers.
* Visually Impaired Patron services’ support was discussed. A 30 year teacher of the visually impaired has offered to present recommendations of currently available technology and support to interested parties.
* A community member has graciously offered to donate new flower boxes and brackets to the library. Angel to follow up on this unexpected offer.

**Meeting adjourned:** 3:00p.m.

**Next meeting date:** May 15, 2019

**Respectfully submitted by**: Geri Bailey, Alternate Trustee