

Davis Public Library Trustees Meeting

Submitted by gsaleski on Tue, 06/14/2011 - 3:30am.

Davis Public Library Trustees Meeting

June 14, 2011

Draft

The meeting was called to order at 8:50. Present were Ginger Saleski, Chair; Claire Costin, Secretary; Donna Hamilton, newly elected trustee; and Kelly Taylor, Director. The agenda was approved. Minutes of the May 10 meeting were approved. The next meeting was set for July 12.

Financial Report: Ginger reported that she had closed the money market account and transferred \$2,500 to the savings account to take advantage of more interest. The checking account has a balance of \$2,425.84.

Library Director's Report: The summer reading program began on June 1, although enrollment numbers are down because of the tornado watch on that day. We discussed holding a Tornado Relief party and signup day and decided to combine it with the July 6 Mariposa Museum presentation. The Friends book sale will be held on July 9. Kelly does not have May patronage numbers, but there has been positive feedback on the flyers which were mailed out and numbers are definitely up. Kelly will buy metal identification tags for the new electronics. She will draw up a policy for borrowing Nooks and MP3 players and will e-mail it to the trustees for our approval. After the Friends book sale on July 9, leftovers will be donated to the Friends who will pass them on to Better World Books and Rob Kenny. Kelly has purchased new DVDs bringing our

collection to over 200. She will put the book club information on the website. We need to follow up on sponsoring a Reads to Go book.

Action Items: There were no items requiring motions.

Unfinished Business: Cataloging is ongoing. The annual reports to the town and state were completed by Kelly. Ginger will continue to search out the new computer. There was discussion regarding the purchase of a projector to be used by the library and loaned to town organizations. Ginger moved to go ahead with the purchase, Donna seconded. The motion passed, and Ginger was authorized to purchase. Ginger has items set for the July calendar and will notify Carol Clark. Kelly has arranged for coverage for June 15 through 20.

New Business: Training for using QuickBooks was set for Monday, June 27, at Saleskis. All three trustees will attend. Ginger will talk to the Friends at their meeting this evening about a training for the book checkout system and set a date (perhaps a Tuesday at 10:00). Ginger, Claire and Donna will meet at TDBank on Main Street, Keene, to update signatures on the accounts.

Ginger moved to adjourn, Donna seconded. Meeting adjourned at 10:25.

Respectfully submitted,

Claire Costin, Secretary