



*Sandown Public Library Trustees Meeting*  
**Minutes for July 21, 2016 at 7 PM @ Sandown Public Library**

**Call to Order**

Meeting called to order at 7:08 p.m.

**Attendance**

Trustees: Diana True, Carol Fournier, Adrienne Skora, Pete Stock (via skype), Tina Owens (absent)

Director: Kirsten Corbett

Selectmen's Liaison: absent

Bookkeeper: Patricia Sarcione (absent)

**Pledge of Allegiance**

**Finance Report**

Financial Reports – prepared by Patricia Sarcione, Bookkeeper

Acceptance of Undesignated Donations: \$20

Trustee Skora made a motion to accept the undesignated donations of \$20. Trustee Fournier seconded the motion. The motion carried unanimously.

**Approval of Minutes**

June 23, 2016 minutes

The June 23, 2016 minutes were reviewed. Trustee Fournier motioned to approve the minutes as corrected. Trustee Stock seconded, and the motion carried unanimously.

June 28, 2016 minutes

The June 28, 2016 minutes were reviewed. Trustee Skora motioned to approve the minutes as corrected. Trustee Fournier seconded, and the motion carried unanimously.

**News & Views of the Director**

Circulation and Visits

Circulation and Visits are up from previous month.

Programs & Announcements

Discussion ensued. Good community participation in programs.

Director's report is attached.

**Old Business**

- Policy
  - Trustees continued to update policies.
- Automatic Renewals
  - They have been enabled for Staff for a trial basis.
- Security
  - Ongoing concerns.

## **New Business**

- None

## **Closed Session**

- Trustee True motioned to go into closed session at 8:38 p.m. Trustee Fournier seconded the motion. Roll Call: Trustees True, Skora, Stock, and Fournier. Director Corbett has been invited. Motion carried unanimously.
- Trustee Skora motioned to leave closed session at 9:27 p.m. Trustee Fournier seconded the motion. Motion carried unanimously. Trustee True motioned to seal minutes. Trustee Skora seconded the motion. Motion carried unanimously.

## **Adjournment**

- Trustee Skora made a motion to adjourn at 9:27 p.m. Trustee Fournier seconded the motion, and the motion carried unanimously.

## **Next Friends Meeting**

- Monday, July 25, 2016 @ 6:30 p.m.

## **Next Business Meetings**

- Thursday, August 25, 2016 @ 7:00 p.m.

## **Dates of Note**

- Tuesday, October 11, 2016: Budget due to Selectmen
- Monday, October 17, 2016 @ 7:10 p.m.: Budget meeting with Selectmen
- Wednesday, November 2, 2016 @ 7:30 p.m.: Budget meeting with Budget Committee

Respectfully submitted by

Adrienne Skora, Secretary

Library Director's Report  
July 21, 2016

I attended the monthly SNHLC meeting on Thursday, June 23<sup>rd</sup> in Plaistow. We will meet again on July 28<sup>th</sup> in Plaistow.

- Automatic Renewals trial for Staff only –I enabled it.

We had our carpets and upholstery cleaned on Friday, July 1<sup>st</sup>.

Our staff meeting on Friday, July 1<sup>st</sup> was cancelled, due to a lack of staff attendance. The next one will be held on Friday, August 5<sup>th</sup>. We will also close at 7:00 p.m. for a joint staff-trustee meeting on Tuesday, August 30<sup>th</sup>.

New Hampshire Downloadable Books:

- There is a motion (Amy Lapointe, Amherst TL) and a second to that motion (Heather Rainier, Hooksett PL) for an increase of \$25,000 to the current NHDB eBook and Audiobook budget of \$240,000. The proposed 2017 budget for eBooks and audiobooks would be \$265,000, an increase of roughly 10%. In addition, there is \$16,000 for the Nook Periodicals budget (assessed at \$80 per library) for a final budget of \$281,000.
  - Voting closed on July 14<sup>th</sup>. The vote was 93 to 8. The budget passed.
  - This year, with 798,202 checkouts and with a budget of \$240,000, the average cost-per-circ for the NHDB has dropped to **\$0.30 per checkout**. The average cost per checkout for Sandown is \$.27!
- Advantage Titles –consortium-wide discussion about advantage library titles reverting to the state collection if going unused after one year.

Librarian Technician II Kehoe earned her NHLA Paralibrarian Certification, Level 1!

Public Relations and Program Coordinator Thomas, Library Technician Kehoe, and Trustee Skora attended the Community Stories meeting at the Hampstead Library on Wednesday, July 20<sup>th</sup>. I will attend the next meeting on August 3<sup>rd</sup>.

I will attend the SNHLC monthly meeting on Thursday, July 28<sup>th</sup>.

I plan to be on vacation the first week of September.

Respectfully submitted by  
Kirsten Rundquist Corbett  
Sandown Public Library Director