

PEMBROKE PUBLIC LIBRARY BOARD OF TRUSTEES

Meeting Minutes for April 12, 2018

ATTENDING: Larissa Curley, Mary Beth Courtright, Lyn Dionne, Jillian Taylor, Deborah Wall (Library Director), and Carol Watches. Sean Fitzpatrick, prospective Trustee, attended this open meeting as a guest.

Larissa Curley, Chairperson, called the meeting to order at 6:35 P.M. The minutes of the March 15, 2018 meeting were read.

Carol made a motion to accept minutes as written, Mary Beth seconded, and it was so voted.

OLD BUSINESS: Debbie presented the final version of the logo, which is really awesome. Mary Beth moved to approved the logo design, Carol seconded, and it was so voted.

The library has submitted an article for Town Warrant to cover converting our reference librarian position from part time to full time. Town Meeting is scheduled for Tuesday, May 8, 2018.

DIRECTOR'S REPORT: The Director's Report for March was read. Feedback from how the library performed as an emergency shelter has been overwhelmingly positive! Many residents have commented on the excellent service and hospitality provided by library staff.

Mary Beth moved to accept the Director's Report, as written, Carol seconded, and it was so voted.

YOUTH SERVICES REPORT: The Youth Services Report for March was read. March programs were busy; more than double the children who had originally signed up for Sand Art participated, as it was scheduled for what ended up being a day off from school.

Numbers of youths attending Homework Club have been dwindling. If it continues with low attendance, the program will be halted for a time.

Lyn moved to accept the Youth Services Report as written, Jill seconded, and it was so voted.

REFERENCE LIBRARIAN'S REPORT: The Reference Librarian's Report for March was read. In addition to reference requests, Stephanie planned and hosted a bunch of great events, including an Author Talk with Ellen Alden, Adult Craft Night (Paint Chip Chevron Necklaces), Knitting & Crochet Group, and Book Club.

Jill moved to accept the Reference Librarian's Report as written, Lyn seconded, and it was so voted.

FINANCIAL REPORT: The Financial Report for March was reviewed. The gas bill was not as high as was expected this month, despite extensive generator use during the storms.

Jill moved to accept the Financial Report as written, Carol seconded, and it was so voted.

MAINTENANCE: The generator will need repair. Service is planned for next week (mid-April).

Debbie has requested estimates for repair/replacement of the fire alarm system, which should be updated about every ten years. The library's fire alarm system has not been updated since it was installed in 1998.

The water bubbler recently malfunctioned, due to rust. Debbie received an estimate for repair which was extremely high. Other options are being considered.

FOUNDATION NEWS: Marie presented Foundation goals to the Pembroke Chamber of Commerce, promoting room use and rental and outlining plans and hopes for the future.

NEW BUSINESS: Our custodian has taken a position with a nearby public school system. We have custodial coverage for the near future.

The next meeting of the Board of Trustees will be held on Thursday, May 10, 2018 at 6:30pm.

Lyn moved to adjourn the meeting, Mary Beth seconded. The meeting was adjourned at 7:30 P.M.

Respectfully submitted,

Jillian Taylor
Secretary