

PEMBROKE PUBLIC LIBRARY BOARD OF TRUSTEES

Meeting Minutes for August 9, 2018

ATTENDING: Larissa Curley, Lyn Dionne, Sean Fitzpatrick, Jill Taylor, Deborah Wall (Library Director), and Carol Watches.

Larissa Curley, Chairperson, called the meeting to order at 6:40 P.M. The minutes of the June 14, 2018 meeting were read. Note: There was no meeting in July.

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

Mary Beth joined the meeting at 6:45pm.

OLD BUSINESS: The library has been officially approved as a Passport Acceptance Agency. The anticipated kick-off time for accepting applications is mid-October.

Debbie reported on her research into fines balances/procedures at other libraries in our area, and our overdue fines policies are comparable to other libraries. No action to change our policy is planned in the near future.

DIRECTOR'S REPORT: The Director's Report for June was read. The Summer Reading Programs kicked off during the last week of June and staff training went well.

Overdrive audiobooks and eBooks have doubled in number of downloads from July, last year. Electronic borrowing continues to gain popularity. July programs were also popular, with the library hosting 14 adult events with 149 attendees.

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

YOUTH SERVICES REPORT: The Youth Services Report for June was read. Summer Reading and Girls Who Code progressed well through the month of June and beyond, and June was a banner month for youth programs; there were a total of 2,365 child/teen attendees!

The Youth Services Report for July was read. The passive weekly raffle (tickets earned by making library visits) has gone well. Ten prizes have been awarded, per week!

Carol moved to accept the June Youth Services Report, as written, Lyn seconded, and it was so voted. Jill moved to accept the July Youth Services Report, as written, Mary Beth seconded, and it was so voted.

REFERENCE LIBRARIAN'S REPORT: The Reference Librarian's Report for June was read. There were a total of twenty-four (24) reference requests in June.

The Reference Librarian's Report for July was read. The Thursday Movie Matinee, *All the Money in the World*, had twenty-four (24) attendees! There were a total of fifty-three (53) references requests in July!

MaryBeth moved to accept the June Reference Librarian's Report, as written, Lyn seconded, and it was so voted. Carol moved to accept the July Reference Librarian's Report, as written, Sean seconded, and it was so voted.

FINANCIAL REPORT: The Financial Reports for June and July were reviewed.

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

MAINTENANCE: The camera installation is scheduled for the beginning of September.

FOUNDATION NEWS: The "Business of the Month" display at the entrance to the library appears to be going well. Powder Point Wealth Management is the featured business for August.

The Foundation has asked an architect to get expansion plan/pricing.

NEW BUSINESS: Pembroke has received a state energy grant which will benefit the library. Exterior lighting will likely be the focus.

\$5,000 has been moved from the Center Library Trust Fund into Library Gifts, to cover our Reference Librarian working a few additional hours per week.

Summer Reading Fest is Saturday, August 18th! There will be upcoming events to celebrate the library building's 20th year! Jill threw out the idea for a library-shaped cake; Debbie will look into the possibility. There's a possibility of a Spelling Bee being part of the fun.

The next meeting of the Board of Trustees will be held on Thursday, September 13, 2018 at 6:30pm.

Jill moved to adjourn the meeting, Larissa seconded. The meeting was adjourned at 7:54 P.M.

Respectfully submitted,

Jillian Taylor
Secretary