

# **PEMBROKE PUBLIC LIBRARY BOARD OF TRUSTEES**

*Meeting Minutes for February 14, 2019*

**ATTENDING:** Mary Beth Courtright, Larissa Curley, Melissa McCleary (Youth Services Librarian), Sean Fitzpatrick, Jill Taylor, Deborah Wall (Library Director), and Carol Watches.

Larissa Curley, Chairperson, called the meeting to order at 6:48 P.M. The minutes of the January meeting were read. Larissa made a motion to accept minutes as written, Carol seconded, and it was so voted.

**OLD BUSINESS:** No old business to report.

**DIRECTOR'S REPORT:** The Director's Report for January was read. Nearly 100 people attended 14 adult events this month. There were 326 youth and 200 adult attendees of the 24 youth events held this month. Circulation continues to exceed that of last year.

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

**YOUTH SERVICES REPORT:** The Youth Services Report for January was read. There are some fun programs and events planned for February, including an art contest for teens. Melissa recorded a piece with PACTV for "More Than Words". We look forward to watching!

Mary Beth 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 January was read. There were twenty-one reference desk requests in January, many of which were technology-related. Stephanie has a bunch of events planned for February, including setting up "Blind Date" books for the front table display.

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

**FINANCIAL REPORT:** The Financial Report for January was reviewed. The fine balance is extremely low, compared to the January balance in previous years.

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

**MAINTENANCE:** Debbie has obtained a couple of quotes for updating the fire alarm system. The library will submit an article for funding at Town Meeting.

LED light work has been completed.

**FOUNDATION NEWS:** No news to report.

**NEW BUSINESS:** The library will submit an article to fund a full-time Reference Librarian position. The town voted to establish the full-time position at a previous Town Meeting (2012), but has not yet voted to fully fund it.

Debbie purchased a replacement for our worn American Flag. Broken retainer rings have been repaired, and the new flag looks amazing.

The next meeting of the Board of Trustees will be held on Thursday, March 14, 2019 at 6:30pm.

Jill moved to adjourn the meeting, Mary Beth seconded. The meeting was adjourned at 7:25 P.M.

Respectfully submitted,

Jillian Taylor  
Secretary