

## PEMBROKE PUBLIC LIBRARY TRUSTEES

*August 13, 2015 meeting minutes, including a summary of June, 2015 and July, 2015 reports*

ATTENDING: MaryBeth Courtright, Larissa Curley, Elaine Spalding, Jill Taylor, Karen Wry, Melissa McCleary (Youth Services Librarian), Deborah Wall (Library Director), and Diana (Elaine's sister, a guest).

The meeting was called to order at 7:06pm by Karen Wry, Chairperson. The minutes of the June 11, 2015 meeting were read. Elaine moved to accept the minutes as written, Jill seconded, and it was so voted.

OLD BUSINESS: The library's new website was launched at the end of June. Melissa, Youth Services Librarian, was awarded a S.T.E.M. Grant for October-September.

DIRECTOR'S REPORT: The Director's Reports for June and July were read. Circulation has remained steady over the past year, with no marked increases or decreases in volume. Ebooks were extremely popular in June, with four hundred twenty-two (422) downloads. Programs supported by the LSTA Next Chapter Grant are being very well-received.

Adult programs were well-attended in July, with an adult coloring program being a surprise hit! There will be additional coloring and art programs scheduled soon, to meet demand.

The Friends' Silent Auction went very well, earning over \$1,800! Mary Beth moved to accept the June and July Director's Reports as written, Larissa seconded, and it was so voted.

YOUTH SERVICES REPORT: The Youth Services Librarian's Reports for June and July were read. Two thousand, two hundred thirteen (2,213) children and teens attended programs in June! All fifty-four (54) programs were well-attended and well-liked, with the exception of a Mathnasium program that was canceled due to lack of interest.

July was also a great month for program attendance, with six hundred fifty-one (651) children and teens attending thirty-three (33) programs. Again, a Mathnasium program was canceled due to lack of interest.

Summer Reading programs are going well, so far, and a passive Scavenger Hunt was planned for August. Elaine moved to accept the June and July Youth Services Reports as written, Jill seconded, and it was so voted.

REFERENCE LIBRARIAN'S REPORT: The Reference Librarian's Report for June was read. There were eleven (11) ready reference questions and one hundred seven (107) in-depth reference questions in June. Patrons requested help finding information about a variety of

subjects, including Independence Day poems, wars, and medical mysteries. There were a number of requests for assistance in using Ancestry.com, HeritageQuest, and LinkedIn.

The book discussion for *Still Alice* went well, and new book displays, including a replenished *Memoirs* section, went up in June. New flyers for Movie + Popcorn Night were created, and there were plans for several "Baby Boomer" seminars to be held in the coming months. Mary Beth moved to accept the June Reference Librarian's Report as written, Elaine seconded, and it was so voted.

FINANCIAL UPDATES: Financial Reports from June and July were reviewed. Mary Beth moved to accept the Financial Report as printed, Larissa seconded, and it was so voted.

MAINTENANCE: The library's custodian has returned to work; the library is no longer hiring a private contractor to perform custodial services.

There are several areas of rot on window sills and trim of the exterior of the building. Debbie has obtained estimates for the replacement and painting of the damaged wood, as well as the painting of the front of the building, and will obtain two additional estimates before taking further action. The hope is to have this work completed by October, 2015.

The roof will need to be re-patched in the same area it was patched last year. We will not be hiring the same roofer.

FOUNDATION NEWS: There may be a need for an additional board member for the Foundation. Debbie is planning to create a brochure that can be distributed to the community.

NEW BUSINESS: A train table was very generously donated to the library. Young library patrons are already very taken with it.

Karen called the meeting to a close at 8:17pm.

Respectfully submitted,

Jillian Taylor, Vice-Chairperson