

Lee Public Library Board of Trustees Meeting Minutes
Tuesday, October 10, 2017

Members present: Katrinka Pellecchia, Annie Gasowski, Alternate Peg Dolan, Director Ruth Eifert

Minutes of previous meeting (September 12, 2017) were approved

Treasurer's report: Operations \$4420.60, NonLapsing \$1451.63, CD \$6213.40; all accounts verified

Library Director's report -

- **Statistics:** circulations up 10% from last year
- **IT issues:** aging server needs to be replaced and data must be transferred to newer server; IT support from Back Bay will cost \$190/month so another company will be located for the transfer (the fee for their recent support for 1 1/2 hours was \$105); other computer issues have necessitated removing one patron access computer (purchase of a new one will be about \$400)
- **CIP** preview on 10/19: shelving, tables and chairs for new addition; server & computers needed but won't add up to \$5,000 which is for CIP inclusion
- **Chairs** - leather is in and order will be started soon
- **Master Plan** update due Nov. 1: no changes needed
- **Town report update:** director's is complete; trustees will complete before Oct. 31

Budget presentation on 10/5 went well. Outcome will be known at the public hearing in December.

Facilities Committee report to Select Board - additional members to implement project were suggested; charge will be drafted; purchase of church property likely a warrant article; additional articles relating to buildings are to be determined

Employee Handbook revision - schedule for evaluations by Dec. 1

Community Book Read - suggested support by our library; director will order book and contact Madbury director to involve our patrons

Upcoming events and programs -

- Garden clean-up Nov. 2, 11-1; volunteers will be sought
- Backyard Farming Initiative - planning meeting Nov. 2 at 9 AM
- Tree Lighting and Concert Dec. 2 with FOL featuring ORMS musicians

Adjournment at 6:15

Next meeting Nov. 14 or TBD