

Draft
Peterborough Town Library Board of Trustees
Meeting Minutes January 28, 2016

Present: Marcia Patten (Chair), Laura Hanson (Secretary), Ron Bowman and David Weir

Others present: Corinne Chronopoulos (Library Director), Ron McIntire (1833 Society, Tina Kriebel (1833 Society), & Audrey White (1833 Society)

Meeting called to order: 1:30 pm

Minutes from the December 17, 2015 meeting were accepted with the corrections that Audrey White was also present at the December meeting and a correction to the wording in the following sentence: This action would provide the Board immediate access to funds voted by the Board to be donated to the 1833 Society...should read: This action would provide the Board immediate access to funds voted by the Board to be donated to the library. RB, DW

Treasurer's Report: In the absence of the Treasurer, the Board looks forward to having a report in February.

In reviewing the financials, there was a question about Contracted Services being over budget and Corinne said that it was primarily due to the cost of the new website and the monies would be made up by reducing other expense . She indicated the library should be right on budget by the end of the fiscal year.

There was a brief discussion about the status of Sharon residents continuing to use the library. It was felt that it's important to keep the residents of Sharon up-to-date about what is happening at the library and a representative of the library should attend key Sharon meetings.

David noted that in recently liquidating the library portfolio, we probably saved around \$100,000 as a result of the downturn in the stock market.

Some of the highlights of the Director's Report:

- The library's new website has been launched and Corinne is very happy with it.
- A \$5,000 community grant has been received from the NH Charitable Foundation for the library's "Community Read" program. Corinne has invited the towns of Hancock and Jaffrey to join in the program to create more of a regional program. The library has chosen *The Soul of an Octopus* by Sy Montgomery, and Sy will be participating as a keynote speaker on Earth Day, April 22nd.
- Corinne has been working extensively with the 1833 Capital Planning Committee and has been involved with many building committee meetings and has also participated in four off-site donor visits. She is also working closely with the designer to finalize the campaign brochure.

- The building committee Chairs have met with Rodney Bartlett to give him a first quarter update on the project.

Director's Report Accepted: RB, DW

A new library marketing campaign is scheduled to be launched in the Spring to raise the profile of the Peterborough Town Library and libraries in general. It's a contest called #LoveMyLibrary and the library is encouraging residents to tell us briefly about their library experience, either at the Peterborough Town Library or another library. There are three ways to enter: short video, tweet, or an email. To launch the campaign, selected residents, of all ages, are going to be asked to participate to kick it off. Each week a name will be drawn for a gift certificate at a local business.

1833 Society Update: Audrey reported that members of the fundraising committee are currently soliciting "Advanced Gifts" and that they are making good progress. Tina reported for the building committee that they have finished the pre-design phase of the project. She also reported that the Honorary Chairs have been extremely valuable to the building committee, especially feedback about the exterior of the new building. There has been some discussion about whether or not to do "energy modeling" to anticipate what the energy use will be in the new building.

There was also a discussion about the possibility of hiring a Construction Manager ahead of the actual building construction to manage the architects, contractors and sub-contractors. They would report to the many stakeholders involved in the project, i.e. the 1833 Society, Town of Peterborough, donors, Trustees, etc.

A preliminary project timeline was distributed to give the Trustees a better idea of the time frames for library relocation, construction, and fundraising.

New Business

Corrine updated the Board about the plan for hiring a new Assistant Director/Adult Services. She plans to start the search and post the job listing in March with the goal of hiring someone by the new fiscal year.

Corinne would like to explore the idea of making Peterborough library cards available to all ConVal students, including students from all of the towns in the ConVal school district. She will talk with other town librarians to see if it could be a more regional effort.

Corinne suggested that rather than give out museum passes to families which offer discounts that the library consider reimbursing families 50% of selected museum entrance fees. She feels this might actually be less expensive than buying the museum passes and might encourage families to visit more museums.

Motion to adjourn made at 3:37 pm MP, RB

Motion passed. Meeting adjourned at 3:37 pm

Respectfully submitted, Laura Hanson, Secretary