

**Approved at the June 23, 2016 Meeting
Peterborough Town Library Board of Trustees
Meeting Minutes May 25, 2016**

Present: Marcia Patten (Chair), Laura Hanson (Secretary), Ron Bowman, Karen Struthers and Jeannie West

Others present: Corinne Chronopoulos (Library Director), Ron McIntire (1833 Society), Tina Kriebel (1833 Society), Frank Karlicek

Meeting called to order: 1:05 pm

Meeting Minutes from the April 28, 2016 meeting were accepted. RB, JW

Meeting Minutes May 17, 2016 meeting were accepted. RB, JW

Meeting Minutes from the non-public May 17, 2016 meeting were accepted. RB, JW

April 2016 Treasurer's Report approved. RB, JW

All trustees need to go to People's United Bank to sign cards for the trustees checking account. There is also a signature card that needs to be signed for the Charter Trust checking account. Frank turned the People's United Bank trustee's account checkbook over to Marcia and will return other financial related documents.

Highlights of the Director's Report

Corinne announced that the library has hired the Assistant Director. Mary Hubbard will start in the position on July 18th.

Motion: Ron moved that \$1,500 be allocated towards Mary's relocation from Seattle. JW, LH **Motion passed**

Corinne reported that child pornography has been found in several young adult and juvenile library books and has been written-up in an incident report and also reported it to the police. The library staff examines all children's books and young adult books at check-out. Additional security cameras have been installed in these areas.

The town of Peterborough is doing a major computer update on June 15th and Corinne has planned an all-day staff wellness program for staff with a focus on managing stress in a customer service setting and team building exercises.

Motion: Ron moved that the upstairs part of the library would be closed to the public when the computer upgrade takes place. The lower level will be open to the public who will also be invited to attend the wellness program with the staff, **RB, LH Motion passed**

The children's summer reading program will be themed "Get in the Game" and will feature lots of games.

The adult program will be themed "Exercise Your Mind" with a focus on learning, relaxing and finding time to be well.

Corinne reported on "Why I Love My Library" campaign which was very successful. Social media was very active and the campaign received lots of good press. Were pleased that all gift certificate prizes were donated.

Motion to accepted Director's report. RB, JW Motion passed

1833 Society

Since the Board had recently met with members of the 1833 Society, there was no update.

Old Business

Corinne reported that former Board Director, David Weir, has been honored by the purchase of eight travel books for the library. Frank Kalircek, recently retired Treasurer of the Board of Trustees, will be honored with the purchase of soon-to- be ordered financial books.

New Business

Both Marcia and Ron reported on their recent attendance to the annual NHLTA conference. Ron reported on attending an excellent session about the fundraising experience of the Sunapee Library and also attended another session on safety in the library given by a safety consultant. Marcia attended a session by a woman who helps libraries raise funds and also attended a strategic planning session on what's happening at libraries today.

There was a discussion about maybe having children's books available at the two food pantries in town and self-checkout in remote locations.

Corinne will be on vacation from June 13 thru 17th.

There is currently an open position at the library for 15 hours in circulation. Corinne and staff are still strategizing on the job description.

Motion to adjourn made at 2:35 pm RB, JW

Motion passed. Meeting adjourned at 2:35 pm

Respectfully submitted, Laura Hanson, Secretary