

Draft
Peterborough Town Library Board of Trustees
Meeting Minutes February 23, 2017

Present: Jeanie West, Ron Bowman, Karen Struthers, Marcia Patten, & Laura Hanson

Others present: Corinne Chronopoulos (Library Director), Tina Kriebel (1833 Society), Ron McIntire (1833 Society), Barbara Miller (Select Board)

Meeting called to order: 1:25 pm

Minutes from January 26, 2017 meeting accepted: RB, JW

January Treasurer's Report approved: RB, JW

Trust Fund Subcommittee Report

Jeanie reported that Karen, Corinne and she would tentatively be meeting with Mathew Boyle of People's United Bank on March 9th regarding the library's trust funds to get his recommendation for an investment strategy. They will also be meeting with Charter Trust. Their plan is to come back to the Board with a recommendation at the next Board meeting.

Director's Report

The first strategic planning meeting was well-attended and a good start towards producing three year goals. The staff has been working on setting goals towards the mission and vision statement. The second planning meeting is scheduled for 2/28. Corinne will bring results to the March Board meeting.

Corinne attended the Board meeting of the Monadnock Writers' Group and the plan is for the library and the group to become formal partners and cross-promote events and services.

The next Welcome Team "meet and greet" is March 3rd at the Town House. The library will staff the children's activities table and sign new residents up for cards.

Mary has connected with the Lyceum committee and ordered books related to the speaker schedule. The plan is to create a reading list for each talk and the library book club will read a book by one of the speakers.

The Peterborough Town Library historical collection has been re-housed and is now available to the public. Marika Labash, the library's intern, reviewed boxes of unsorted materials as well as the primary documents and re-housed everything to archival quality standards.

Marika is also assisting with digitizing the newspapers. The Monadnock Ledger-Transcript, Peterborough Transcript, and Monadnock Ledger are almost all on microfilm. They are not digital (scanned) or indexed. The project will enable the library to create OCR documents that are fully searchable and indexed. The end product will be a website that allows patrons to search a name or place and instantly locate articles in the newspaper referring to the keywords. The project will be completed over a few years.

In March, the following programming is planned:

- NH Women and Science Lunch and Learn series in collaboration with the Harris Center
- Mary is beginning technology classes on Thursday mornings. She will run a track of classes for introduction to computers, email, social media, and internet security. She has connected with the senior program run by the recreation department and the first month of classes is already full.
- Mary is also launching Media Literacy Month in March. There will be three programs:
 - ***The Capital Crime of Witchcraft: What the Primary Sources Tell Us*** – March 7
 - ***Fake News: What's the Real Story*** – March 18
 - **Wait, Wait, Who Told You That? Three high school teams of competing high school teams** – March 23
- Spring story times begin the second week of March. The volunteer-led Toddle Time has been successful and allows the library to run four sessions of children's programming a week.
- A special drop-in craft is being held by Lisa B. to create tiny books out of clay and paper on March 3.
- Three monthly book clubs (adult, cookbook, pizza and pages).

Corinne secured a \$11,000 EPA Brownfield Assessment Grant to provide an environmental inventory and assess contamination of the library and work towards remediation.

1833 Society

Ronnie reviewed the 1833 Society's monthly report. He has seen preliminary architectural plans and is very enthused about the revised plans.

Corinne reported that she and Laura had a telephone conversation with a CDFA liaison on 2/21 and he was very enthused about the project. He recommended that the library apply for CDFA tax credits next year, rather than this year, when we're further along with our fundraising and construction is within sight. She also said that the CDFA tax credits may increase from \$5 million to \$10 million next year. They should know in June of this year.

The 1833 Society has produced an income statement and balance sheet which is available to the Library Board. They also have to release tax returns which also is available to anyone.

RM has been working on the generation of reports in Little Green Light. The campaign is a little over \$2 million in pledges and gifts. Now that the Society is getting close to having architectural plans, the campaign committee will be more actively reaching out to donors who have the capacity to make large gifts.

There was a question about the Kyes-Sage House and how it fits into the long-range plans. Marcia indicated that there are no plans to tear it down.

There was a brief discussion about the Library's 2018 budget.

Motion: To approve the 2018 budget. KS, RB Motion passed

New Business

Corinne reported that Monadnock Music is moving as of April 1st and she is very excited about getting the additional space. She feels there is big potential for augmenting programming and services. She is going to the upcoming EDA meeting to see if they have creative ideas.

Motion to adjourn at 2:40 pm RB, KS

Respectfully submitted, Laura Hanson