

**Approved at March 24, 2016 Meeting.
Peterborough Town Library Board of Trustees
Meeting Minutes February 25, 2016**

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

Others Present: Corinne Chronopoulos (Library Director), Ron McIntire (1833 Society), Audrey White (1833 Society)

Meeting called to order: 1:30 pm

Minutes from the January 28, 2016 meeting were accepted, RB, LH

December 2015 Treasurer's Report approved, RB, LH

January 2016 Treasurer's Report approved, RB, LH

Some of the highlights of the Director's Report:

- In 2015, there was a 5% increase in circulation and an 8% increase in card holders
- Ron McIntire of the 1833 Society and Corinne recently attended Community Development Finance Authority (CDFA) training. This is a program for businesses who donate to a CDFA approved project, such as the library expansion, can get back at least 75% of the contribution in the form of a state business tax credit. This program is of particular interest to the capital campaign committee.
- Corinne met with Joe Byk to learn more about the Hannah Grimes Center for Entrepreneurship in Keene. Corinne feels it's important to learn more about groups like these and to understand how their work could intersect with the library and the possibility of connecting library patrons with the Center.
- The *Big Community Read* is being launched, in conjunction with the Jaffrey and Hancock libraries, Patrons from all three libraries who participate will be reading Sy Montgomery's award-winning book *The Soul of an Octopus*; will participate in a public discussion; and then will be invited to listen to Sy speak about researching and writing the book on April 22nd.
- The state-wide *One Thousand Books Before Kindergarten* initiative is about to be launched in Peterborough. Corinne reviewed with the Trustees the bag of materials that will be distributed starting March 1st to new mothers at the hospital, day care centers and at the library. The goal is to promote a more literate community by encouraging parents to read one thousand books to their child before they start kindergarten.
- Corinne shared with the Trustees the cover and an inside page of the capital campaign promotional brochure.

Annual Report: Corinne distributed the Peterborough Town Library's Annual Report for 2015.

1833 Society Update: Audrey reported that the capital campaign committee has been meeting weekly and that Maureen MacAdam provides a weekly status report on the fundraising campaign, so that the committee is fully aware of what has been pledged. It was also reported that the 1833 Society is currently working on a website

Corinne talked about the importance of a Construction Manager for the project and gave the Trustees more information about the cost of the position. It is anticipated that the schematic design phase will be completed in April.

New Hire: Corinne has met with Deb Caplan, a library Trustee alternate and HR professional, about structuring the search for an Assistant Director. It was recommended that a committee of three people, Ron McIntire, Deb Caplan and Corinne, be involved in the interview and selection process. Corinne distributed a job description to the Trustees and the job will be posted on March 1st with a March 25th closing date. The goal is to hire someone to start on July 1, 2016.

Motion to adjourn made at 2:55 pm, RB, DW

Motion passed. Meeting adjourned at 2:55 pm

Respectfully submitted, Laura Hanson, Secretary