

MINUTES OF BLAISDELL MEMORIAL LIBRARY TRUSTEES MEETING

May 18, 2017

Present: Laura Cottrell, Allison Friend-Gray, Barbara Hyer, Susan Medeiros, Jen Phillips, Eric Stern, Chris Thompson

The meeting was called to order at 7:11pm.

Policy Updating / Current Task: Eric created a “Policy for Home Delivery of Library Materials” based on volunteer delivery. It was discussed that the policy will include a requirement for the patron to be present for pick up and drop off. Susan moved to adopt the policy. Chris seconded the motion. All voted in favor. Eric continues to pursue a “Meet the Staff” listing online or in the library.

Secretary’s Report: The minutes of the April meeting were reviewed. Laura moved to accept the report. Jen seconded the motion. All voted in favor.

Treasurer’s Report: Donations will be used to cover the difference between the cost of Follett and Apollo. Overall, the budget is on track. Susan moved to accept the report. Chris seconded the motion. All voted in favor.

Library Director’s Report:

- Circulation is down, mostly because of the loss of magazines in Overdrive.
- Apollo has been chosen as the best fit for a library of our size. Eric recommends we add some annual “add-ons” at this point; they can be turned off if not used.
- Eric also recommends that we transfer money from fines to materials next month.
- Chris will attend the Trustee session offered by the NH AG’s office in Concord in June.
- Susan moved to add the director’s report to the minutes. Laura seconded the motion. All voted in favor.

Old Business: None.

New Business: Monthly tasks are up to date. Susan moved to accept any and all donations. Jen seconded the motion. All voted in favor.

The meeting was adjourned at 7:54pm.

Next meeting: Thursday, June 1st, 2017, at 7:00pm.

Respectfully submitted,
Allison Friend-Gray