

George Holmes Bixby Memorial Library  
Board of Trustees Meeting Minutes  
June 4, 2015

**In Attendance:** Deborah Rogers, Chair; Elizabeth Hunter Lavalley, Treasurer; Robin M. Haubrich, Secretary; Paul Lawrence, Trustee; Janet Hicks, Trustee; Carol Brock, Head Librarian; Mary Farrell, Children's Librarian; Mark Pitman, Alternate Trustee

**Member of the Public:** Charles "Mike" Swinford

Meeting convened at 6:08 pm.

## 1. Minutes

- a. It was moved, seconded and approved to accept the May 7, 2015 minutes as presented.

## 2. Librarians' Reports

- a. Carol reviewed the monthly stats, noting the total number of patrons is up.
- b. Digital access to periodicals is now available.
- c. Problems with flooding in the downstairs bathroom have occurred. It may be necessary to close it temporarily until a plumber can come in to fix it.
- d. The Labor Day luncheon is NOT taking place in the library this year. Hours on Labor Day will be 10-1, with volunteers helping the staff. The bathrooms will be closed to the public.
- e. The "Mitten Project" has 75 pairs completed to date.
- f. Scott Jenkins reviewed the wood from the dismantled book case in the attic and is interested in making a table for the library with it.
- g. The art hanging system will be primed and painted by Deb, Jan and Robin.
- h. Bruce Harrington donated a flat screen TV to the library.
- i. The Board approved of closing the library July third and fourth for the holiday.
- j. Mary stated the Lego program will continue throughout the summer, through the generosity of the PTO.
- k. Twenty-three children participated in painting book bags as part of the summer reading program.
- l. The number of children visiting the library was up substantially in May.
- m. Sara Pyle would like to donate a collection of high-quality children's books in memory of her mother, Nancy Hibbard. The librarians will help select those books.

## 3. Treasurer's Report

- a. Elizabeth reported we remain in good financial condition, as per the files she emailed to the board.
- b. Wish List 2015 was discussed. Mary has \$260 left over from her previous (2014) wish list allowance. It was moved, seconded and approved to support her intention to buy color-coded spine labels, book easels and bins for books with that amount.
- c. Jan reported we are one step closer to getting the Foundation money (\$3800.00), after receiving some files from Ben Watson. She will continue to her effort to get all that is needed for this transaction.
- d. Elizabeth and Carol, reviewing Sirkka Holm's book collection, have discontinued the effort to create a Women's Collection in the library in her name. In its place, the possibility of sponsoring a Humanities Council topic on women will be investigated.
- e. The treasurer's report was moved, seconded and approved to be accepted as presented.

## 4. Old Business

- a. Michael Branley has not yet met with Deb and Paul to discuss the town landscaping in the front of the library, specifically the lack of water supply and drainage. The Rose of Sharon did not survive transplanting and will be replaced. Deb did talk with Mike re: the faucet use in that area.

## **5. New Business**

a. The highlights of the NHLTA conference were discussed. Paul reviewed his research on the town's demographics, to be used to direct our library's future growth. In order to promote the library's resources, Robin designed ads to be placed in the local paper. Carol will review them and let Robin know which she would like in the July issue of the Frankestown News.

b. It was strongly suggested that Carol create a Facebook page for the library completely separate from her own personal page. This should be done as soon as possible. It was agreed that if she needed tech support to meet this goal, the trustees would pay for it.

c. Deb has contacted Paul St. Cyr regarding the repair of a downstairs window. The town will cover the cost.

d. Paul suggested cooperation with FIHS to use the Lodge as additional meeting space. It was noted that the Lodge is not heated in the winter. Discussions to continue.

e. Mark Pitman suggested starting a "Gaming" program for young adults.

## **6 . Public Comment**

a. Mr. Swinford stated he is satisfied with the direction the library is taking.

## **7. Action items:**

a. The art hanging system will be primed and painted by Deb, Jan and Robin.

b. Deb, Paul and Michael will discuss suitable landscaping and water use in the library's front yard.

c. Carol and Mary will go through boxes in the attic and library in an effort to throw out what is no longer needed or in poor repair. This needs to be done by mid-August, for the books discarded are to be donated to the Labor Day sale.

d. Carol and Mary will purchase a vacuum cleaner after getting a suggestion from the cleaners.

e. Carol will create a new Facebook page for the library, completely separate from her own personal page as soon as possible.

f. Carol will coordinate with Robin on a monthly basis re: ads in the Frankestown News.

g. Elizabeth and Carol will research a Humanities Council topic on women.

## **9. Adjournment:**

a. A motion was moved, and seconded and approved to adjourn at 7:15 PM.

Next Meeting: July 2 at 6PM

Respectfully submitted,  
Robin M. Haubrich, Secretary