

**Marlow Town Library Trustees
Regular Meeting Minutes**

Date: June 20, 2016

Called to Order: 7:06pm

Time Adjourned: 7:56pm

Location: Marlow Town Library, 12 Church Street, Marlow, NH

Board Members Present:

Jeanne Kennedy

Beth Provencher

Al Sparks

Bretton Walsh

Others Present:

Jennifer Brown, Library Director

Ms. Provencher called the meeting to order at 7:06pm.

1. Report of the Secretary

Ms Brown misplaced the minutes from May meeting. They were located the next day, and mailed to Trustees for approval via email.

Ms. Provencher tabled approval of the May minutes. Ms. Walsh seconded Motion carried 4-0.

2. Report of the Treasurer

Ms. Walsh reported Checking Account balance is currently \$4633.68. The Savings Account balance is currently \$7,255.20.

Ms. Provencher made a motion to accept the Treasurer's Report for May 2016 Ms. Kennedy seconded. Motion carried 4-0.

3. Report of the Library Director

Ms. Brown shared the letter of resignation from Caitlyn McMahon, dated June 10, 2016. The board shared their well wishes.

Ms. Provencher made a motion to accept Ms. McMahon's resignation. Ms Walsh seconded. Motion carried 4-0.

Ms. Brown shared the circulation data for the month of May.

Ms. Brown submitted the final CLiF review, and shared a thank you card from our CLiF benefactor, Ms. Betsy Tines.

Ms. Brown figured our actual printing costs, and adjusted our fee per page to \$.15/black & white, \$.25/color. Wireless printing is still a challenge for some patrons using their own computers. Ms. Brown will look for a solution, and report at next meeting.

Summer Reading Program packets were left at school on morning of final school day. Unfortunately, they were only sent home with 1 of 3 classes. Ms. Brown offered to help students locate appropriate materials for the school's summer reading requirement. Mr. Huston gave Ms. Brown a key for Fountas & Pinnell reading levels used by the school. Ms. Brown has ordered free Boston Bruins posters from the State Library to serve as prizes. We hope to have a couple activities for readers this summer. Ms. Brown is still waiting to hear from Stoddard/CLiF for another Summer Readers Event.

Ms. Brown created a draft pamphlet about library hours and services, with the hope of reaching more patrons. The pamphlets will be placed at the Town Office and Post Office. Ms. Walsh suggested leaving some with area realtors as well.

Ms. Brown informed the board both assistants will be leaving for college in Sept. Discussion ensued, and it was decided Ms. Brown will post the position with a deadline of Aug. 1st. The Board will meet Aug 3rd to hire new assistants.

Ms. Brown states 1 patron showed for the June Tech Tuesday. The Board would like Ms. Brown to reach out to Mr. Kevin O'Brien to take him up on his offer to host a Tech Tues for those with hardware issues.

4. New Business

Discussion ensued regarding potential programs. Ms. Provencher will reach out to Justin, the mushroom guy, for a potential event in Sept. Ms. Brown will contact writer and bear expert, Ben Kilham, about a potential program. Stone wall guy, Kevin Gardner was also mentioned at a possible presenter, as were various other groups: Coop Extension, Fish & Game & Audubon Society. Everyone agreed a program on map reading and orienteering would be well received. Ms. Brown will look into these options.

Discussion ensues regarding historical resources housed at the library. It was decided the older, rarer books in the local history section, and all the materials in the Marlow history section would be non-circulating, but will still be included in the catalog, so patrons can search our resources from home.

Next meeting to be held on September 19, 2016 at 7:00pm.

Mr. Sparks moved to adjourn the meeting at 7:56pm.

Respectfully Submitted,
Jennifer Brown, Director