

**Elma Public Library
Board of Trustee Minutes
April 10, 2018**

Present: Eileen Holden, Ellen McGreevy, Tom Carloni, Kim Dixon, Dave Engberg, Sue Czech

Excused: Jay Ricketts, Terry Booth

Minutes: The minutes from the March meeting were reviewed and approved by Dave, seconded by Eileen. All in favor.

Librarians Report: Tom stated March had a slow start but a strong finish, with circulation dropping slightly. The Easter Egg Hunt brought in about 150 customers and was a big hit!

In the financial area, Tom paid the annual sales tax. Computer use was slightly down. The Library Fun Club was cancelled on one date due to bad weather/sick instructor. The Central Library completed Fairy Tale Engineering and it was well received. Family Movie Night had 6 families this month. Kate is preparing for the summer session of Battle of the Books, children will have the opportunity to meet 2 days/week this summer (Mon night or Fri afternoon). The Cookbook Club received great attendance, the Adult Book Club had low.

The Art Show Reception is scheduled for April 23. It will run for an entire week and we are expecting a large crowd. Tom has invited local politicians (Lorigo is planning on attending and DiPietro is unable to make it).

Treasurer Report: Ellen stated no changes, we didn't spend much other than our normal expenses.

Status of \$150 WWI posters: Tom checked into our options, a small poster will need a frame or the large posters can be printed on foam board. The group decided to use the foam board option. A couple Residents noticed our sign requesting WWI artifacts and they are checking at home.

SUBCOMMITTEE REPORTS

ACT (Association of Contracting Trustees): Nothing to report. Next ACT meeting is Sat, May 5.

FOTEL: The Friends are now charging \$5 Membership Fee, and we are getting a lot of new members! The Egg Hunt went very well. The Friends are planning the Zoomobile, and Ice Cream/Root Beer Floats at the summer concerts at the park.

The Fall Booksale was discussed – possibility of a food truck, dessert truck, face painting, and \$1 admission charge. The Friends offered to help at the Fall Booksale.

BUILDING AND GROUNDS: The new pillows on the chairs look fabulous! Tom is getting carpet tack for the carpet squares that are peeling due to the flood, Larry will repair. Tom talked to Kerry at Town Hall regarding the brickwork that needs to be done on the outside of the building. Kerry will speak with Connie regarding the roof – approximately May/June for final approval from the State. The Town will put out to bid for the roof repair near the air conditioner and septic line replacement. Dave questioned the outside building lights and Tom confirmed they are on a timer.

OLD BUSINESS:

Outdoor Sign: The Zoning Board denied our sign as it is digital, was too big, they believe we do not have a hardship without a sign, and they are worried about accidents on the corner. Our sign was denied before Jeff (PAC Signs) spoke, he wanted to point out that our sign would be 1,000 lumens of light, the light at the Elma Church is 10,000 lumens.

Dave noted the sign can be no larger than 8 sq ft (4x2), our plan was 6x2 (too big). Jeff thought a 4x2 sign would be too small. Dave discussed with the Committee and Dennis Powers – we need to prove/prepare/convince the Planning Board that we are not “selling” but rather we are “promoting attendance” and stress that we are part of the Community. The Library needs to keep attendance up in order to stay open, Libraries with no attendance close due to budget constraints. Dave noted we need to devise a response to the town’s objections, we have 11 months to layout & present a new, professional presentation and we are open to new suggestions. Kim and Tom both thanked Dave for the work he has done to date on the sign.

Publicity: Tom stated the Elma Review and the Bee have had a couple nice articles on the Elma Library recently. Tom will contact both to invite them to the Art Show. Facebook had a lot of likes this month. We had a Grand Prize winner for reviews written for books read for the Online Winter Reading Contest, they won a Kindle!

Policy: The 3 yr plan is close to expiration. Tom will review and have a new plan/previous accomplishments ready for the next Director’s Meeting in May, and asked the Board Members to do the same. The County had sent a questionnaire to the Elma Library, Tom read questions so the Board could answer/review for Tom to report back. Lastly, the Friends of the Library Expenditure review will be in May.

NEW BUSINESS

Dave motioned for the new 6:30 start time for the Monthly Directors Meeting. Sue seconded and all were in favor.

Tom was contacted by Durham Staffing, requested to host a “job fair” at the library with the intent to get new clients for their company. This would be considered For Profit and is against policy, the Board rejected the request.

The Memorial Day Parade plans continued. The Bookmobile will be included, lineup is at 8:30 at the Library for those who are participating (please park on Elderberry). The Library will hand out candy and magnets with our new hours at the parade. Eileen will ask Tom Pirrung if he would like to drive one of his classic cars in the parade in the "Library section". The Bookmobile will remain at the Town Hall after the parade for the community to visit. Tom will order the magnets, Kim/Eileen will buy candy. Kim will work with the Girl Scouts to have them help with the Library as volunteers.

Ellen moved to adjourn the meeting, Dave seconded, all in favor.

THE NEXT MEETING OF THE BOARD OF TRUSTEES WILL BE MAY 8TH AT 6:30 P.M.

Respectfully submitted by Sue Czech