

Agenda
Chamberlin Free Public Library
Board of Trustees
March 11, 2019 @ 6:30 pm

1. Review of Minutes from February 11, 2018 meeting
2. Accounting: Treasurer's report
3. Circulation statistics:
4. Personnel issues

Courtney's presentation at Highbridge Hill Elementary

Diane out for week of March 18

5. Systems

6. Old Business

a. Zachary Cassidy and Inventory

7. New Business

Programs

Nashua River Watershed

George Sateriel – Summer Reading

NH One Room Schoolhouses – May 29 – 6:30

New treasurer on TD and HealthTrust accounts

- 8: Other

NH Labor Law Seminar/Workshop April 25

February 11, 2019 Library Trustee Meeting

Present were Deb Spratt, Marshall Buttrick, Paula Miller, Adam Mueller, Dick Bickford, Charles Brault and Diane Steele.

The minutes from the January meeting were read and approved. The treasurer's report was reviewed and approved.

Circulation has been up and down, but that is normal. Usage of copying and faxing is up.

Charlie said the Koha upgrade went fine. Koha is the library check out system.

Zachary Cassidy is more then half way ^{done} ~~down~~ with inventory.

Charlie mentioned that passes to the Science Center were only used three times. The board decided we should try it for another year, so we'll get two passes for \$250.00. Charlie also said he would look into passes for the McAuliffe Center.

Charlie said the State Report is done and he sent it in. The AARP tax people are at the library every Friday until April. Adam mentioned the "spot fraud program" AARP has and thinks we should see about it being presented at the library.

Deb reached out to the board to see who is interested in being the treasurer next year. It will be discussed at our next meeting.

Our next meeting is March 11, 2019

Meeting adjourned.

Paula Miller
Secretary

March 9, 2019 Financial Report

	Budget	Spent
Wages	97,160	16,880.61
Cleaning	2,400	490.50
Payroll taxes	7,616.34	1,327.41
Health Insurance	12,350	3,085.05
Dues & Association	100	25.00
Education	110	0
Media	13,500	2,700.25
P.O. Box	175	0
Postage	100	0
Programs	1,750	635.55
Safety	200	13.34
Service Contracts/Repairs	400	0
Supplies	1,000	174.84
Equipment	750	0
Telecommunications	1,700	346.42
Grants	0	0
Rebates & Refunds	0	0
	0	0

Special Account:

Balance 1/1/2019 1684.17 Income 204.95 Expenses 300.00 Balance 3/9/2019 1,589.12

Certificate of Deposit 3,849.09 Certificate of Deposit 4,698.78

Certificate of Deposit 11,591.10

February 2019 Circulation Report

Item type	Issues/Renews	Prev Mo	Web Site Activity		Prev Mo
			Unique visitors	1830	2486
AUD CD	24	21	Number of Visits	3295	4103
BIOG	8	6			
COMPUTER	82	79	Genealogy Database Activity	87	68
E	46	76			
E BOARD	15	7			
EZ	29	31	Patrons		
F	207	182	Adult	588	683
ILL	152	169	Juvenile	73	138
J PBK	6	1	ILL/DB/Ebooks	395	405
JF	38	29	Total	1056	1226
JNF	9	19			
LP	29	37			
MUSIC CD	7	2	Ebsco Databases	82	104
NF	23	25			
P	22	41	NH Downloadable	74	64
PBK	3	6			
VID	160	195	New adult/ILL patrons	4	6
YA	23	8	New juvenile patron	2	2
REALIA	3	3	New nonresident		
			Student		3
			Total	6	11
			ILL Borrowed	85	93
Databases	169	166	ILL Lent	67	76
Ebooks	74	51	Total	152	169
Total	1129	1120			