

**East Kingston Public Library
Board of Trustees – December 26, 2016**

Attendees: Barbara Williams – Chair, Jeanne Furfari, Conrad Moses, Sarah Courchesne

Alternate:

Director: Tracy Waldron

Absent: Deb Hobson, Nancy Parker

Visitors:

Meeting Opened by Chair Williams at 7:04 pm.

REGULAR REPORTS

Approval of Minutes from Last Meeting:

VOTE: Motion to approved November 2016 minutes: Williams /Courchesne

Treasurer Report – November 2016

Payroll – 78% ytd
Building Maintenance – 82% ytd.
Education – 107% ytd
Media – 98% ytd
Electricity – 95% ytd
Propane – 24% ytd
Programs – over 102% ytd
Operation Budget – 1,500 remains

VOTE: Motion to accept Treasurer report - Williams/Furfari (4-0-0)

VOTE: Motion to accept Conscience jar donations – \$27.99 - Furfari/Williams (4-0-0)

LIBRARY REPORTS:

Director Report: Tracy Waldron

Updated on Library's circulation;

Fall circulation numbers are down from past years. This may be due to President Election. December circulation appears to be over the fall numbers.

Programming – 2 programs coming in January

January 11th 7-8 pm. Seacoast Coop (20+ libraries) storytelling for adults.

January 25th @ 7 PM. Reiki & Hypnosis for adults.

Friends of the Library: No Report
"Friends" is in transition

NHLTA: No report

UPDATES:

Solar Update: None

Electricity Update:

Unitil representative did an energy efficiency evaluation on the Library building. The finding for the Library building was in excellent energy condition. The building is insulated, the HVAC running efficiently, windows are energy savers, and couldn't find any sufficient deficiency. The representative recommendations' was to change light bulbs to LEDs. This would produce a small amount saving of energy but no sufficient energy saving impact. The other was to continue to add more solar panels. This would be the best way to help reduce the cost of energy uses.

Town Update:

Sarah Courchesne and Tracy Waldron from the Library attended the change in employee health care benefit meeting on December 19. A representative from health management agency presented an outline on the new health benefit changes being considered. The Selectmen will at the input from meeting discussion and other information to evaluate the health changes to benefits plans. The Selectmen stated; they will not make a final decision without another meeting.

Auditors report due in January.

Public Questions & Comments: None

Old Business:

Library Director 2017 Goals:

- Improve website information flow.
- Organized program committee
- Evaluate public computers

Library End Of Year Report:

The Library Trustees Year End report was submitted to the town office for this year town report. Much appreciated for all the work Jeanne Furfari did on it.

Policy Committee: None

IT Committee:

Tracy will update the public computers and make sure they up today with all the software and security. Microsoft Office will be added to the computers.

Other Old Business: None

New Business: None

*******ACTION ITEM:**

Building: Tracy will get carpets and windows cleaned in the spring.

Bank: Bank Card has been issue, but there is any issue with it being validation. Tracy is looking to it

Upcoming Events:

Next EKPL Board of Trustee Meeting – January 23, 2017
EKES Deliberative Session Date Tuesday February 7, 2017
EK Town Deliberative Session Date TBD

Meeting Adjourn: 8:04 PM

VOTE: Motion made by Courchesne/2nd Furfari – unanimous consent.

Barbara Williams

Signed by Barbara Williams
Chair

Submitted by
Conrad Moses - Acting Secretary