

Randolph Public Library  
Trustees' Meeting, Wed April 18<sup>th</sup>, 2018, 6.30pm

Present: Denise Demers, Nancy Penney, Steve Teczar, Heather Wiley and Yvonne Jenkins (librarian). Absent: Jan Halvorson

1. Nancy made a motion to approve the minutes of the previous meeting. Steve seconded, all were in favor.

2. Treasurer's Report

Town Checking: \$12,295.57

RPL Checking: \$16,721.84

Building Fund Checking: \$475.43

Building Fund CD: \$17,292.11

3. Librarian's Report

a. Library website. Laura Lynch from North Star Web Services (Randolph, NH) has proposed creating a new, upgraded website with domain name for the library for an initial setup fee of \$515. The domain name purchase would cost \$25 annually, with hosting of the website a further \$135 annually. Additionally, a social media setup and optimization package could be purchased for \$115. This would ensure the information on the website would be correct across the entire web. Heather made a motion to approve the entire expenditure of \$790 and pay for ongoing administration, maintenance and management, Denise seconded, all were in favor. Yvonne mentioned that local senior, Danielle Cotnoir, will collaborate with Laura in the creation of the website and it should be complete by June.

b. Steven Fisher has agreed to be an alternate trustee. Heather will email the selectmen and invite him to the next meeting. It was suggested that others interested in being alternates may also be interested in serving with the Friends group. Nancy will check with them. Yvonne is still searching for an "on-call" librarian to serve as a replacement during vacation times.

c. Randolph hosted the North Country Library Coop meeting on April 9<sup>th</sup>. 12 librarians attended and the focus was on Children's programming. Yvonne also attended a READS (Reference and Adult Services) roundtable on her own time at the Conway Public Library on April 12<sup>th</sup> – topic was Partnerships and Programming resources.

d. 26 people attended the Jamie Sayan presentation on March 29<sup>th</sup> on the history of the Groveton paper mills. It was suggested by participants that he repeat the presentation in the summer.

e. Yvonne is proposing a "Guess When the Seven Will Break" contest – referring to the breakage of the snow in the King Ravine gully that occurs in the Spring. Ted Weir, weather spotter, will determine the official date and time and the winner will receive a ½ gallon of maple syrup donated by Fuller's Sugarhouse. The trustees gave their approval.

f. The Hop off the Bus program for children will continue to be offered every Wednesday from 3-4pm. Yvonne is still searching for a volunteer to cover the circulation desk.

Heather suggested to liaise with Arlene Eisenburg for the times to be included in the volunteer schedule.

g. Summer programming is being planned, to include a reading program called “Libraries Rock” which includes geology and rock ‘n’ roll music.

h. Yvonne will be meeting with Nancy Penney to discuss strategies for the Friends moving forward.

i. The library will be closed on Memorial Day, Monday, May 28<sup>th</sup>.

j. Yvonne would like to remove the counter at the west end of the children’s room to allow for more space. She will have Larry Jenkins check into the feasibility of this.

#### 4. Mount Washington Observatory subscription

The library has been paying for this subscription for years. There was some discussion that perhaps the yearly membership fee could be better spent elsewhere. Several trustees felt it was important to support a local organization. It was decided to shelve the decision until next month’s meeting.

#### 5. Blinds for the White Mountain Room

Heather will check with White Mountain Lumber on prices for blind purchase and installation. Trustees felt that it was not necessary to purchase expensive blinds but that they should be the “blackout” type.

#### 6. Volunteer Appreciation

National Library volunteer appreciation week runs April 21<sup>st</sup>-27<sup>th</sup>. Nancy mentioned that it is the library’s 10<sup>th</sup> anniversary in June. It was decided to combine the two events then so that plans can be made at the next meeting.

7. Tentative date to move books from the old library to Lancaster – to be determined at the next meeting.

#### 8. Library Trustee conference

The deadline to sign up for the library trustee conference on May 14<sup>th</sup> is Friday, April 27<sup>th</sup>. Steve is interested in attending.

#### 9. Friend’s Report

A Friend’s report will be added to the monthly agenda going forwards.

There being no other business, the meeting was adjourned at 8.05pm.

Next meeting: Monday, May 21<sup>st</sup>, 6.30pm

Respectfully submitted  
Heather Wiley