

Shedd Porter Memorial Library Minutes
January 21, 2021 Meeting
Meeting Held Remotely Via Zoom
Approved

Present: Carol Reller, Alyson Montgomery, Susan Norlander, Kathy Torrey, Karn McShane, Matt Saxton

Alternate: Joe Levesque

The meeting was called to order at 6:04 p.m. The minutes from the December 17th (public and nonpublic), meetings were approved with one minor change on a motion made by Karn and seconded by Kathy.

Librarian's Report – December

Income:

- Book replacement (Jarvis): \$20
- Non-resident fees: \$80

Children's Happenings at the Library

- Storytime via Zoom continues, and Alyson continues to cycle books through Alstead Primary School and Sarah Porter School.
- Our new Zoom book club, "If you give a kid a book...Club!", met. This club is for elementary school children and their parents and/or caregivers. It was terrific, with 9 people in attendance. There was a lively, multi-generational discussion, and Lindsey is currently picking out the book for our next meeting.

Other Happenings at the Library

- We continue to circulate items throughout the community using curbside service. Everyone has been understanding. We will continue this way through at least February 1st, as Fall Mountain School District is still learning remotely. We hope to reopen with a "grab and go" approach to lending once the schools return to a hybrid mode,
- The Librarian's Report to the town has been completed and submitted. What a year!

Circulation Numbers for December

In December, we returned to curbside service, and circulated 875 items. The percentages are as follows:

- NHDB: 43%
- Adult Collection: 20%
- Youth Collection: 18%
- DVDs: 4%
- Audio & Magazines: 1%
- ILL: 13% (88 items in, 22 out)

Circulation Numbers for 2020

In 2020, we circulated 11,495 items, about 2/3 of our 2019 items. Given everything in 2020, Alyson is happy with this. The library provided no services for approximately 10 weeks at the start of the pandemic. This is in line with the circulation numbers from some of the libraries statewide (anywhere between 40% and 90% of previous years). The percentages are as follows:

- NHDB: 36%, 4232 items during 2020, including
 - 2858 audiobooks (67%)
 - 1365 eBooks (32%),
 - 9 magazines (less than 1%)
- Adult Collection: 21%
- Youth Collection: 27%
- DVDs: 6%
- Audio & Magazines: 2%

- ILL: 7% (471 in, 318 out). ILL was not available from March through September.

Approximately 10% of all Library patrons, or roughly 25% of active patrons, utilized NHDBs during 2020. Of these, thirty-five were new to NHDBs.

Alyson vacation and sick time

Alyson's vacation and sick time has renewed to 60 hours. No sick time used.

Treasurer's Report

- December reports were reviewed and accepted.
- Karn has established a new "Treasurers" email to handle correspondence.
- The annual interest for our funds with the Town Trustee of Trust Funds was received.
- There were no outstanding bills at year-end.

Old Business

- **Painting and plaster repair:**
 - The plasterwork has been completed! Painting will begin once the plaster has cured. We are still waiting for a quote on the boarder.
- **Window Project**
 - Nothing new to report.

New Business:

- There was some discussion about equipment for air circulation and UV- C for killing viruses. Joe suggested we keep an eye out for any federal funding with future stimulus packages.

Nonpublic:

A motion was made by Karn and seconded by Kathy to enter a non public session in accordance with: RSA 91-A:3, II (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, **unless** the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

At 7:00, Trustees in attendance when we entered nonpublic included Matt, Susan, Karn, Kathy, Joe, and Carol.

Public session reconvened at 7:55 PM on a motion by Karn and seconded by Kathy.

Potential Action/Agenda items for the next meeting, February 18, 2021 at 6:00 PM:

1. Minutes reviewed and approved.
2. Librarian's report.
3. Treasurer's report.
4. Any budget discussion.
5. Any grant updates.
6. Status on plaster repair and paint work.
7. Window project status.
8. Possible nonpublic.
9. Anything else.

The meeting adjourned at 8:00 PM on a motion made by Karn and seconded by Kathy; the motion passed unanimously.

Respectfully submitted by Carol Reller