

MINUTES LIBRARY GOVERNING BOARD: September 12, 2018. IN ATTENDANCE: Chairman, Richard Golden, Claire Paquette, Jo-Jean Keller and Hillary Kuhl. Absent Michael Crosskill. Also in attendance: Diane Nadeau, Library Director.

Mr. Golden called the meeting to order at 6:30PM. The Board reviewed the July and August circulation statistics since they did not meet in August 2018. Miss Paquette noted the children's books circulation was up for both July and August. Mrs. Nadeau explained that the Summer Reading program encouraged the children to keep reading throughout the summer. Miss Keller noted that Inter Library Loan transactions increased in August. Mrs. Kuhl noted the popularity of the patron use computers. Mrs. Nadeau explained that Lisbon citizens and visitors kept all 3 computers busy throughout the summer.

The Library Governing Board reviewed the 2018 Summer Reading Program final report that was submitted by the Children's Librarian, Bill Meakin. Mrs. Kuhl noted that her two children had enjoyed everything about the summer program that included the "Kick Off" Magic Show, many new books and the weekly programs. Mrs. Kuhl felt there were more children participating in the weekly program this year and a wider range of children of all ages. Mrs. Nadeau verified the success of the program. The children read 1,456 hours in the six-week program! She also noted the success of the collaboration between the Library and Recreation Departments that brought approximately 12 children from the MTM Center to the library every Thursday for a 5-week period. Mrs. Nadeau indicated the success of this year's program would ensure that it would be offered again next summer.

The report also gave an update on Library Department staffing. Mr. Golden noted that the 15-hour part time library assistant had resigned to relocate to Virginia with her family. He also noted the addition of the Summer Intern during this time. Mrs. Nadeau explained the addition of the Intern helped fill the gap in staffing. Mrs. Nadeau informed the Board that she and the town's Human Resources Department were working together to move the re-hire process forward.

The Governing Board was given an update on the upcoming first floor carpet replacement and back room heating upgrade projects. Mrs. Nadeau noted that she is working with Dennis Douglass to coordinate both projects to be done at the same time to limit the "down time" for library services. The staff will box and label all books and materials while Public Works will assist with the moving and storage of the shelving units and furniture. Mrs. Nadeau assured the Governing Board that she would keep them informed in this matter. She is set to present this project to Town Council for final approval at their October 2, 2018 meeting.

The "New Business" item for this meeting was to choose the color of the new carpeting for the first floor of the library. The carpeting contractor strongly recommended carpet squares to ensure the quality, affordability and durability of the new carpeting. The Library Governing Board agreed and spent time walking through the building with the sample squares and chose a "neutral" grey tweed pattern that will look beautiful and serve the community and the library building well for many years to come.

There was no further business to take care of therefore the Governing Board meeting was adjourned at 7:40 PM. The next Governing Board meeting in October will be postponed due to the pending carpet replacement project. The new date will be posted on the Town of Lisbon's webpage.

