MINUTES LIBRARY GOVERNING BOARD March 13, 2019. IN ATTENDANCE: Richard Golden, Chairman, Claire Paquette, Jo-Jean Keller, Hillary Kuhl & Michael Crosskill. Also in attendance: Diane Nadeau, Library Director.

Mr. Golden called the meeting to order at 6:30 PM. The Board reviewed the February 2019 circulation statistics report. Miss Keller noted the increase in the children’s circulation statistic. Mrs. Nadeau explained that the library had a very busy and productive school vacation week. Many children and their families visited the library and checked out lots of good books. Mr. Crosskill noted the increase in the Inter Library Loan Services. He noted this speaks well for the library’s collection and our standing within the MILS System. Miss Paquette noted the increase in the number of newly registered patrons in the month of February (35). Mrs. Nadeau explained the increase in new families who have moved to the Lisbon community and sought library services for their families. All agreed this is very good for the library and town of Lisbon. Mrs. Kuhl noted the increase in the number of pre-school children who now attend the Saturday morning StoryTime Program. She asked if there was sufficient staff to ensure timely services on Saturdays. Mrs. Nadeau told the board that she is monitoring this program attendance closely and speaks with the Saturday staff members every Monday to ensure services are being met. She assured the Governing Board that if there continues to be an increase in the number of Saturday morning StoryTime participants she will add an additional staff member to cover the Saturday shift.

Mrs. Kulh noted the success of the of the library’s “School Vacation Programs.’ She appreciated that staff added additional programs that included crafts, science projects and a battery powered racecar track to the weekly schedule to ensure children and their families had programs available to them during the school vacation week.

Mr. Golden noted the report included an update on shelving needs in the Children’s Room. Mrs. Nadeau explained that “Board Book Collection” that is specific for the very young patrons (birth-2 years) was assessed and “weeded” to ensure it meets the needs of the children. She also noted this allowed staff to move the shelving unit to a better location to convenience the children and their families. The open space will be filled with a new single-sided metal shelving unit. This will allow staff to expand the “Picture Book Collection.” Mrs. Nadeau noted that the Town Manager approved the purchase of the new shelving unit. Miss Keller noted she was pleased the report included information that all collections in the Children’s Room will be ready for the 2019 Summer Reading Program scheduled to begin on June 25, 2019.

The Governing Board was given a brief update on the upcoming Municipal Budget Workshops scheduled to begin soon. Mrs. Nadeau informed the Board that the Library Department is scheduled to present its proposed 2019-20 budget on March 26, 2019 at 6PM. She informed the Governing Board that all documentation, reports and budget are set for review. Governing Board members indicated they would attend the budget meeting on March 26, 2019 to support the budget and be available to answer questions from the Town Councilors.

There was no further business to attend to therefore the Governing Board meeting was adjourned at 7:21 PM. The next Governing Board meeting is scheduled for Wednesday, April 10, 2019.