

Etna Library Trustees Meeting
June 21, 2017
3:30 PM

Present: Ginger Boitnott, Alexandra Corwin, Liz Marshall, Barbara Prince

The meeting convened at 3:30 PM.

The minutes were reviewed and some changes were suggested. There was a motion to accept the updated minutes (Ginger) and it was seconded (Alexandra).

Librarian's Report

Statistics: Barbara presented statistics for various aspects of the library use. Some highlights:

- Library visits (programs and patron visits) are up in 2017 compared to 2016.
- Cumulative visits – annual summaries computed each month – are also up. For example, the cumulative number of visits in the month ending in June, 2016 was 4500 and that measure increased to 5500 visits in the month ending in May, 2017.
- Cumulative circulation – annual summaries - is up in 2017. This is true for Etna Library materials checked out of both the Etna and Howe Libraries.
- The number of program visits was up in 2017. Ginger suggested that we try normalizing the numbers for visits by the number of programs each month. Barbara will look into this.

Old Business

Bookshelf Displays: New slat boards were installed on the ends of two bookshelves in the non-fiction area. These will allow books and other materials to be displayed on attachable fiberglass shelves. New lighting was installed in the non-fiction stacks.

Summer Programs: Some of the upcoming programs were discussed, along with reasons for schedule choices to best meet the needs of families and attendees. We will try to gather data on the number of program attendees who are / are not patrons of the Hanover libraries.

Coffee Mugs: Liz has taken some photos from the side of the building and will take more from the front. We already have a good photo with a rainbow above the library and we may use that for the mug.

Library Cards: New cards have been ordered. They are white with black print and logo. They should be shipped by the end of June.

New Business

Transfer of Gift Funds: The trustees signed a request to transfer gift funds to pay for books and other expenses.

Library Coverage: Coverage of the library with the current hours works well with librarians and substitutes.

Date for next meeting: Weds. Aug. 9 @ 3:30

Respectfully submitted,

Liz Marshall