

Received for Record
January 26, 2012
[Signature]
Town Clerk

Huntington Public Library
Board of Trustees
Minutes of November 22, 2011

Present: Lorrie Richland, Paula Kelley, Harvey Schugar, Liz Greenberg, Heidi Racht
Others: Anne Dannenberg

Director's Notes:

- A waste water consultant has recommended that the system checked every two years. He also recommended that the septic system be pumped. The board decided to schedule this for the summer of 2012.
- Lisa Barnett has donated the funds for Listenup Vermont.
- Brewster Pierce has donated 3 computers from their lab.

Energy Update:

- Insulated window quilting fabric has been purchased for the front doors and the door extensions in the balcony.
- The energy committee from Huntington has completed an audit of the building and done a verified blower test. They recommended the water heater be wrapped. Harvey has completed this job.

Annual Appeal Letter:

- Heidi reported that the return envelope has been changed and updated. They should be ready next week.
- Paula will get the addresses for Jason Kelley and Mack Riddick.
- It was recommended that in following years, a task list be made for the appeal letter so people can sign up for specific tasks.

Budget Report: Heidi attended the Select Board meeting concerning the library budget. We should expect some cuts. Heidi suggested that several board members should attend the Select Board meeting when the library budget is decided.

Annual Report: The annual report is due January 19. Lorrie volunteered to write the report.

Next meeting: The December meeting will be announce depending on when the Select Board decides on the budget. The January meeting will be **January 24, 2012.**
Submitted by Lorrie Richland

DIRECTOR'S NOTES
NOVEMBER 22, 2011
SEPTEMBER AND OCTOBER STATISTICS

SEPTEMBER

LIBRARY

ADULT VISITS: 385

CHILD VISITS: 196

ADULT BOOKS: 191

CHILD BOOKS: 614

ADULT AUDIO: 32

CHILD AUDIO: 2

DVD: 30

ILL: IN - 7 OUT - 13

MUSEUM: 5

PROGRAMS: 6 ADULTS - 37 CHILDREN - 56

COMMUNITY CENTER: EVENTS - 6 ADULTS: 37

CHILDREN: 10 HOURS: 15

OCTOBER

LIBRARY

ADULT VISITS: 427

CHILD VISITS: 169

ADULT BOOKS: 281

CHILD BOOKS: 712

ADULT AUDIO: 41

CHILD AUDIO: 2

DVD: 22

ILL: IN - 5 OUT - 30

MUSEUM: 4

PROGRAMS: 7 ADULTS: 73 CHILDREN: 111

COMMUNITY CENTER: EVENTS - 1 ADULTS - 3 HOURS - 1.5

1. The waste water consultant recommended that we have the system checked (pump, emergency switch, etc.) every two years. Additionally he advised having it pumped sometime soon considering that it has never been done.
2. Harvey has an energy audit/insulation update. Thank you, Harvey.
3. Conversion to KOHA will happen in February. All the preliminary work is presently underway. We will go live

on Monday Feb 13. As circulation history (what a person has checked out) does not migrate from one system to the other without additional, significant cost we will be using both Destiny and Koha for a few months until such a time as we determine that Destiny is no longer needed. Wendy has been using Koha in Richmond since June and will conduct an all staff/volunteer training on the basics on Sunday, Feb 5. Nancy Stoddard and Wendy will be meeting on Friday afternoons during Dec/Jan to work through the necessary steps to ensure an easy transition.

4. Debbie Worthley has taken on the gardens.
5. Debbie and David Worthley are our new Sunday volunteer librarians and occasional substitutes.
6. Lucy Cummin has been a volunteer substitute and doing an amazing job helping us with the pre-Koha weeding.
7. HHCT and the Library will collaborate on another Speakers Series in January. Ron Krupp will be the featured speaker on Sunday 1/15.
8. The Annual baby Brunch will occur on Sunday 1/22 followed by Planet Huntington in the evening.