

**Dunbarton Public Library
Board of Trustees
Monday, January 6, 2020, 7:00 p.m.
Regular Monthly Meeting
DRAFT**

Attendance

Trustees: Martha Wilson (Chair), Sara Anderson, Bruce Banks, Phil Kimball, Katie McDonald
Staff: Mary Girard (Library Director)

Minutes of December meeting

The minutes of the December 10, 2019 regular meeting were reviewed and approved as written. Motion to approve (Bruce Banks); second (Sara Anderson), 5-0, Accepted.

Treasurer's Report

Mary distributed the report for December. Katie will ask the Town Administrator how to handle the unspent 2019 (lapsed) funds, about \$12,000, in light of the 2020 budget submission.

Director's Report

Mary reviewed the report of Library programs and upcoming events. The full report is attached.

Trustees reviewed circulation statistics since 2016. Downloads were 3,686 in 2019, up from 2,519 in 2016. Holdings since 2016 have increased to 15,965, from 14,598. The number of people attending programs has more than doubled in that period.

Mary will include the 2016-2019 statistics as part of the Library Report for the annual Town Report.

New Business

Bruce Banks was sworn in last week as the new trustee. He will enter his name for the March ballot when the filing period opens on January 21. Phil Kimball's and Sara Anderson's terms are also up for election.

Mary will write the draft for the Town Report and present to us next month.

Old Business

Sara Anderson presented her draft of the Memorandum of Understanding re: Mary Girard's employment. She will review and attach the Goals for 2020 for review and discussion at next month's meeting.

There are no further developments on the books in the Town's vault.

Next meeting: Next regular meeting will be Monday, February 10, at 6:30 p.m. Trustees agreed that 6:30 p.m. would be the new meeting time.

Adjournment

Motion to adjourn (Phil Kimball); seconded (Katie McDonald). Approved 5-0.

The meeting was adjourned at 8:03 p.m.

Respectfully submitted,

Katie McDonald