

Kensington Public Library
Trustee Meeting Minutes
Wednesday January 25, 2023
(Meeting rescheduled from Jan 19, 2023 due to trustee illness)
DRAFT

Present: Susie Gilbert, Heather Ritter, Lauri Murphy, and Susan Bascom via Zoom due to inclement weather

Meeting was called to order at 4:35 pm

Previous meeting minutes: December 8, 2022 meeting minutes were unanimously approved

Statistics:

- Jan - Dec 2022 Statistics reviewed.
 - o Total 2022 visits (includes visits to KPL and event attendees) showed an increase from total 2021 visits.
 - o Circulation total for 2022 showed a slight decrease compared to 2021 total.
 - o Interlibrary loan program showed an increase in both books borrowed and those loaned out in 2022
 - o Museum passes, while generally used more during school vacations, continued to be underutilized in 2022. S. Gilbert provided a spreadsheet of museum pass usage 2013 to 2022. The dramatic decrease in usage may be partly due to patrons having stopped going during the pandemic; we will continue to promote and monitor museum pass usage in the coming months.

Budget:

- Audit to be done week of Feb 13th. Required information is being provided to the Town. On day of audit, budget documents will be put on zip drive; auditors pick random bills to review (usually ~10). This process is expected to go smoothly.
- Jan – Dec 2022 budget discussed. Because the QuickBooks report does not include money taken from non-lapsing funds needed to pay some bills, the report can be misleading. A suggestion was made to add a note at the bottom of the report as an explanation. S. Gilbert will talk to the auditors for their input and suggestions.
- We plan to review the budget after the Mar 2023 Town Meeting to see if it makes sense to reallocate funds from one budget category to another for 2023. S Gilbert will print budget sheets from past 3 years to facilitate the discussion.

Annual Report for the Town:

- The draft 2022 Annual Report for Kensington Public Library was reviewed. After minor revisions, the report will be sent to Sarah Wiggin

Events Report:

- Friday afternoon movies will be started in the Sawyer Room as an added social activity for adults, and to make use of the new couches and heating. This will start Feb 17th at 1pm. The plan is to continue movies every 3rd Friday, as long as there is interest.

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- Coming events:
 - o Jan 25th @ 7pm via Zoom: Glen Knoblock - African American Soldiers and Sailors of New Hampshire During the American Revolution. 20 have signed up
 - o Feb 15th @ 7pm: Allen Koop – Stark Decency: New Hampshire’s World War II German Prisoner of War Camp
 - o Feb 22nd @ 7pm: Kurk Dorsey – Russia, the United States, and the War in Ukraine

Other business:

- S Gilbert will be away Feb 1-6, 2023. Other KPL staff will cover the library in her absence.

Next meeting: Thursday, February 23rd at 4:30pm

Trustees to meet in advance of meeting at 3:30pm to review and complete the forms necessary for the Library Director’s evaluation.

Matt Dow, who has filed for the open Library Trustee position, will be invited to the Feb Trustee meeting

Meeting adjourned at 5:15 pm

Respectfully submitted, S. Bascom