

**Allenstown Public Library**  
**Meeting of the Board of Trustees**  
**59 Main Street**  
**Allenstown, NH 03275**

**August 20, 2024**

The August 20<sup>th</sup> meeting of the Allenstown Public Library Board of Trustees was called to order at 5:01 PM by Jef and seconded by Kathleen.

**Present:** Kathleen Pelissier, Betsi Randlett, Amanda Seibel, Jeffrey Venegas

**Absent:** JoAnne Dufort

**Items:**

- Review and discuss acceptance of meeting minutes for 7/16/24 meeting. All set and approved.
- Reviewed Director's report
  - Summer reading 54 children signed up. Very successful. We had 13% more children register than last year and a 58% increase in performance attendance and a 55% increase in crafts taken.
  - Had a smoke detector break and go off. The AFD came and turned it off and Capital Alarms came and replaced it with a new one. Also had them clean the other detectors while they were here.
  - Planning a Fall library scavenger hunt to keep some of our patrons coming in after summer reading. As prizes, Betsi will be giving the passes away from Remix Roller Skating.
  - Hannaford has selected Allenstown Public Library as the September 2024 Non-profit partner for Bloomin' 4 Good Program. This means we will receive a \$1 donation for every specially marked Bloomin' 4 Good bouquet sold at the Concord location during September 2024.
  - Received an email from the state about Library Trustee requirements for reporting on private trust funds. Betsi doesn't believe this applies to us, but Betsi has printed a copy for us to look over.
  - July statistics- Patron visits- 327, Checkouts- 543, Online Checkouts- 299, New Patrons- 15, Facebook- 2,880 people reached and 486 post engagements, total Summer Crafts taken- 248, total Summer Reading program attendance- 255 and total summer reading participants- 54.
- Jeff said in June meeting he is pretty sure he knows where Trustee Roles and Responsibilities edits are. He will bring them to the next meeting in August. Task complete!! Updated together and Betsi will update online and then print and put in the binder. Betsi will also print out copy of the handbook and put in binder. We updated the policies and procedures so Betsi will print out and put in our binder as well. Can we also add when each person's term is up so we can also add to the binder.
- Next meeting, think about any goals we want to set etc (example- sign, outside painting of the library, trees that may need to be trimmed).
- The next Library Trustee meeting was scheduled for Tuesday, October 15<sup>th</sup> at 5PM at the Allenstown Library.
- The meeting was adjourned at 5:50 PM. Motioned by Jeff and seconded by Kathleen.

Respectfully submitted,

Amanda Seibel