

Hopkinton Town Library  
**REPORT FROM LIBRARY DIRECTOR**  
May 15, 2018 (combined April/May meeting)

**Staff:** Things have been slow and steady at the library in the past month. The staff has done an exemplary job in keeping things going during my regular absences. We will have a staff development day focusing on using our online resources on Monday June 4<sup>th</sup>. Karen is initiating a more proactive “Technology Help Desk” with a new website announcement and outreach to Slusser Center consistent with our Long Range Plan. (Goal Two 1c and Goal One 3e)

**Library Business:** I would like to start a petty cash fund for the library to pay for minor items including mailing ILL books back and small maintenance items. At this point either use my own money and get reimbursed or take the money from the booksale envelope, which throws off the income in that fund, however modestly. I propose the establishment of a small petty cash fund of \$50. to be replenished as needed. I will maintain a spreadsheet to account for the use of this fund. I will bring a check to be signed at the meeting if this proposal meets approval. (Goal Two 1b)

**Programs:** March/April programs included our annual hosting of the AARP Tax Preparation program, through which over 300 were served. 22 attended Strengthening your Stress Resilience with Betsy Black. We also hosted another ARC Blood Drive. 22 people donated and three HTL volunteers helped with registration. We had a capacity crowd of 75 for Gardening Program with Henry Homeyer a program co-sponsored with the Hopkinton Garden Club. Attendance was disappointingly low for the Tj Wheeler Concert: MLK: The Other Side of the Mountaintop with only ten.

Upcoming Programs:

- Photography in the White Mountains with Professor Inez McDermott (Wednesday May 30<sup>th</sup> 7pm)
- Local Author Talk. Former resident Muff Kruse will speak about her experience writing her first book “Whispers on Winnepesaukee.” (Thursday June 7<sup>th</sup> 7pm)
- Leaf Book Workshop with Adele Sanborn. (Saturday June 9<sup>th</sup> 3pm) Children with caregiver and adults welcome.
- Friends of the Library Annual Book Sale (Friday June 22-Sunday June 24<sup>th</sup>)
- Vietnam War Documentary Excerpt on Veteran Voices facilitated by NH Humanities Presenter Dan Vallone. (Thursday August 9<sup>th</sup> 7pm)
- Constitution Day Celebration (Tuesday September 18<sup>th</sup> 10 to 8pm) Daylong reading of US Constitution with visiting readers.
- Twentieth Anniversary Celebration (October 2018 dates TBD) Including music by Tall Granite Big Band and a mosaic project out in front of the library.

Goal One 4a and 4b. Goal Two 1k

**Building:** LIGHTS: We have a quote from Irish Electric to retrofit our remaining lights with energy efficient fixtures. This includes all of the recessed lights and the bathrooms (which burn out regularly). The quote is for \$7,900 with labor for 95 new fixtures, also including disposal of old fixtures. IE arranged for an Eversource representative to come in to review the project and propose an incentive offer for our energy efficiency project, which comes in as \$3,655 rebate, so total project costs would be \$4,245.

HEAT LOSS: ENE Systems of NH, our HVAC company came in to assess the attic and heat loss/icicle issues. They note more areas where insulation is insufficient, torn or absent. They recommend that we get two or three quotes from insulation companies to add another layer of insulation as well as fixing all voids and compressed insulation. Further, they recommend another infrared study of the building. This can best be done in cold weather. Paul O’Brien from ENE is very familiar with our building and would be happy to come to

speak to the trustees. I propose that he do this at the June meeting. Perhaps our critics could be invited to attend that meeting.

The four insulation firms are:

EI in Merrimack NH. Mike Davey is the contact, 603-423-6000  
Damon Insulation Co. 5 Tallwood Dr · Concord (603) 224-7406  
Energy Improvements, Inc. 157 Sheep Davis Rd · (603) 224-3340  
Northern Insulation; 132 Hall St · (603) 788-5119

Trustees should decide how they want to proceed on these proposed projects. Goal Two 1a and 1b.

**Community Relations:** The book return box purchased by the foundation is to be installed at Town Hall in the next several weeks according to Neal Cass. Our next issue of *Library Ink* will be mailed out to all households this month.

Goal Two 1e, 1j and 1k

Respectfully submitted, Donna Dunlop