

**Deering Library Board of Trustees  
762 Deering Center Road  
Deering NH 03244**

Minutes of 6 July 2020

**Trustees present via Zoom:** Chair Betsy Holmes, Gary Samuels, Susan Thomas, Alternate Cynthia Krill

**The meeting was called to order by Chair Holmes at 7:00 pm**

**Minutes:** Minutes of 8 June meeting were accepted.

**Little Free Library Update:** The second LFL was installed at the Reservoir boat launch / beach area in June. Betsy Holmes and Sue Thomas refilled both LFL boxes on July 2. It was agreed that responsibility for exchanging books in the LFLs would be shared by the Trustees on a monthly schedule, with new books added every 2 weeks. Sue Thomas will fill the boxes on approximately July 16, and again 2 weeks following. It was also agreed that after October 1<sup>st</sup> the LFLs will only be refilled monthly. The third and final LFL box is slated to be erected in West Deering, location as yet undetermined.

**Past Perfect:** The Trustees discussed the value of continuing with the purchase of the Past Perfect software, noting this will eventually allow access to town records, photographs, and other historical documents by the greater community. After much discussion, it was unanimously voted to proceed with the purchase of the Past Perfect software as discussed at an earlier meeting. There was lengthy discussion regarding the two options available for Past Perfect software. The first option is web based and is more expensive annually. The second option is version 5.0, a one-time purchase stand-alone software rather than the subscription-based option. While it was generally agreed that the web-based option would be of more benefit in the long run, version 5.0 requires less financial commitment, and would allow for some time to build a database, which could be upgraded to a web-based program in the future. Betsy Holmes pointed out that the Library Trustees would facilitate purchase and use of the Past Perfect software, but it will be used by others such as the Cemetery Trustees and the Town Clerk. Cynthia Krill has generously offered to donate the Past Perfect software with the multi-media upgrade, which allows documents to be stored. The library will pay for Past Perfect support for the first year and also for any training videos. It was unanimously voted to purchase version 5.0, with a single user plan. It was also discussed that an external hard drive will be purchased for database back-ups. Gary Samuels was unanimously approved to purchase the software and related items using his own funds, and the library will reimburse him.

Cynthia Krill left the meeting at 8:00.

**School House Library Update:** There was renewed discussion that a detailed plan is needed for renovation and use of the schoolhouse building. There will be a walk-through scheduled in the near future.

**The meeting was adjourned at 8:10 pm**

**The next meeting is scheduled for Monday August 3 at 6:00 pm.**

Respectfully submitted,  
Susan Thomas