



Pembroke Public Library
Trustees Meeting Agenda
March 18, 2026 at 7:00 PM
Trustees' Room

This meeting may also be attended virtually (via Zoom platform).

<https://us06web.zoom.us/j/88537428597>

Meeting ID: 885 3742 8597

FRIENDS NEWS

Memorandum of Understanding, with guest Deborah Wall (President of the Friends of the Pembroke Library)

FOUNDATION NEWS

MINUTES OF PREVIOUS MEETING:

February 18, 2026

REPORTS:

February Youth Services Report
February Adults/Reference Report
February Director's Report
Financials

OLD BUSINESS:

Building Updates
Library Trust Funds
Study Pods
Room Use Policy
Book Bin

NEW BUSINESS:

Tween/Teen Visitors
Upcoming Events

NEXT MEETING:

May 20, 2026

Any unscheduled business following the posting of the agenda

Youth Services Report to the Trustees: February 2026

Submitted March 3, 2026 by Melissa McCleary

Program	# of Programs	Youth Attendance	Adult Attendance
Storytime (ages 2 - 5)	5	168	121
Baby Lapsit (ages 0 - 2)	4	82	73
STEM Playgroup with South Shore Family Network (ages 3 - 5)	2	34	25
LEGO Club	1	33	19
Puppy Dog Tales	1	8	11
Saturday Storytime (ages 4 - 8)	1	12	9
Grade 1 Storytime (off-site)	3	165	18
Scavenger Hunt: Mail Truck's Delivery (numbers)	1 (passive)	317	n/a
T(w)een Night (ages 11 - 16)	1	7	n/a
Take & Make: Clothespin Valentines (ages 12 - 18)	1 (passive)	48	n/a
ASL Family BINGO with New England Village (all ages)	1	18	10
Mini Golf (all ages)	1	133	67
AGE GROUP TOTALS	--	--	--
<i>Pre-K Program (ages 0-5) Total</i>	11	284	219
<i>Kids Program (ages 6-11) Total</i>	7	535	57
<i>Teen Program (ages 12-18) Total</i>	2	55	n/a
<i>General Audience (all ages) Total</i>	2	151	77
TOTALS	22 programs	1,025 youth	353 adults
		1,378 attendees	
Number of Volunteers	6 adult volunteers		
Volunteer Hours	6 volunteer hours		

Highlights:

--The week of February vacation not only saw increased event participation, but increased foot traffic (as usual!). We saw teens playing games and hanging out in the Teen Lounge, families playing and socializing in the youth area, and students of all ages studying throughout the Library.

--Mini Golf has been such a success for the past two years that we've already booked our 2027 and 2028 dates to ensure this annual tradition stays strong.

--Three visitors from New England Village ran American Sign Language BINGO (one resident who communicates with ASL and Signed English and two assistants/interpreters). Kids, teens, and adults learned the alphabet and all could spell their names by the event's end.

Other:

--Completed the Online Catalog Staff Survey for SAILS.

--Evaluated and weeded picture book collection.

February 2026 Reference/Adult Services Report

Peter Santore
03/03/2026

Reference Requests (Reference Desk only):

<u>Total requests:</u>	62
General information:	11
Technology:	48
Research:	01
Item Requests:	01
<u>Passport:</u>	<u>01</u>
In person:	46
Phone:	14
Email:	01
Website:	01

In-depth Reference help included:

- Assisted patron is accessing partner Libraries through Libby.
- Instructed a patron in general computer use.
- Offered further research assistance on assistive technologies.

Adult Events:

Total: 15 events with 171 attendees, including:

- Monday, February 2nd: Movie Matinee, *Hampstead* (Attendance: 3)
- Tuesday, February 3rd: Book Club, *Good Dirt* (Attendance: 10)
- Wednesday, February 5th: *Estate Planning Workshop* with Banessa Llombart (Attendance: 3)
- Monday, February 12th: Movie Matinee, *Morning Glory* (Attendance: 3)
- Wednesday, February 19th: Mystery Book Club, *Famous Last Words* (Attendance: 2)
- Saturday, February 21st: Baking Club, *Chocolate* (Attendance: 12)
- Thursday, February 26th: Genealogy Club (Attendance: 1)
- Thursday, February 26: *Beyond the Bin* with Nicole Lydic (Attendance: 12)
- February 1st to 28th: *Secrets and Second Chances* with Liz Moore, Recording (Attendance: 76)
- Tuesdays, February 3rd, 10th, and 17th: Knitting (3 events, total attendance: 32)
- Wednesdays, February 4th, 11th, 18th: Yoga (3 events, total attendance: 17)

Volunteers:

- 6 Youth Volunteers, 12 total volunteer hours
- 6 Adult Volunteers, 9 total volunteer hours
- 1 Senior Work-Off Volunteer, 6 volunteer hours

Projects:

- Planning Adult events; creating flyers, calendars, and publicity blurbs; updating the website and WhoFi, and coordinating shared advertising with relevant town organizations
- Gauging interest in, preparing for, and executing new Adult programs
- Compiling and publishing the monthly Pembroke Public Library newsletter, and reviewing LibraryAware-generated genre newsletters to ensure all books listed are available in the SAILS network
- Planning and creating new methods of advertising the Pembroke Public Library's digital resources
- Interviewing and onboarding new Library Volunteers
- Preparing for Adult Summer Reading

Outreach:

- Town Hall Visit and Notice Board Update
- Grocery Store and Post Office Community Boards Update

Pembroke Public Library - Director's Monthly Report February 2026

Circulation	Feb 2024	Feb 2025	Dec 2025	Jan 2026	Feb 2026
Adults	3757	3684	3214	3878	3523
YA	297	274	282	318	352
Children	3981	3715	2906	3457	3612
TOTAL:	8035	7673	6402	7653	7487
OverDrive total / (OA total):	2755 / (868)	2551/(2067)	2549 / (2147)	3030 / (2323)	2564 / (1994)
Hoopla total:	400	576	599	692	651
Kanopy total:	270	77	73	105	105
NY Times total:	11	197	161	511	505
Online resources Usage	1059	1226	238	384	306
Museum Passes & Hotspot loans	50 + 10	42 + 6	44 + 9	54 + 11	31 + 8
Overdrive patron registration	31	34	22	41	24
Patrons registered new cards (IP)	102	100	49	73	66
Patrons registered new ecards	21	24	14	19	14
Mobile holds/renewals	**	396	431	549	520
Non-resident borrowing	1649	1596	1608	1657	1658
Items loaned to other libraries	1796	1860	1663	1788	1688
Item borrowed from other libraries	1206	1199	1026	1234	1149
ComCat loaned	19	23	22	15	14
ComCat borrowed	32 + 2	51 + 6	28 + 2	31 + 0	36 + 1
Passport applications	174	157	70	139	108
Visitor Count	7236	7765	6561	6962	6919
Meeting Room Usage (MR + TR)	33 +14 =47	37+22 = 59	31+27=58	32+33=65	34+21=55

Collections	Feb 2024	Feb 2025	Dec 2025	Jan 2026	Feb 2026
Items added	474	405	598	537	403
Items discarded	1744	829	288	326	499
Items marked Missing	22	17	0	4	20

Events	Feb 2024	Feb 2025	Dec 2025	Jan 2026	Feb 2026
Adult programs	315	18	18	16	15
Adult attendees	115	126	133	125	171
Youth events	20	24	22	21	22
Youth attendees	110	1541	1196	1189	1378

Computer Use	Feb 2024	Feb 2025	Dec 2025	Jan 2026	Feb 2026
Adult	249	221	269	270	257
Juvenile	228	331	238	352	333
Total	477	552	507	622	590
WiFi (Total Sessions)		1405	1581	1559	1560

Staff and other news:

- Due to Winter Storm Hernando, the Library was closed for two days and had a delayed opening a third day. Thank you again to custodial staff Gerry, Zac, and Matt and to the DPW for plowing, shoveling, salting, and sanding to allow the Library to safely open so quickly after the storm!
- Staff had our "holiday" gathering at a local restaurant, which we are so grateful to the Friends of the Pembroke Library for sponsoring.
- To gather community feedback, we put out two "Talk Back Boards," which asked the community "Can you describe the Library in 5 words or less?" and "My favorite thing to do at the Library is..."
 - A few of my favorite responses to "Can you describe the Library in 5 words or less?" were

▪ Community, special, welcoming, caring, fun	▪ Tranquil, woodsy, grounding	▪ Inspiring, welcoming, helpful
▪ Calm, quiet, pretty, helpful, fun	▪ They are always nice	▪ AWESOME, QUIET, FULL OF BOOKS
▪ Colorful, quiet, hangout	▪ A place with great books	
	▪ My favorite place <3	