

WADLEIGH MEMORIAL LIBRARY
Board of Trustees
Minutes of May 17, 2005 Regular Meeting

A meeting of the *Wadleigh Memorial Library Board of Trustees* was held on May 17, 2005 at 7:30 p.m. at the Wadleigh Memorial Library, Nashua Street, Milford, New Hampshire.

“If I could get my membership fee back, I would resign from the human race” (**Attended**)

Sandra Hardy, Mary Burdett, Tim Barr, Bert Becker, Mike Tule, Kelly Richey, and Chris Costantino

Art Bryan, Director and Deb Spratt, Ass't Director

A committee is a group that keeps minutes and loses hours. (**Minutes**)

- Minutes for the April 19, 2005 meeting accepted

We women don't care too much about getting our pictures on money as long as we can get our hands on it. (**Treasurer's Report**)

- Art will seek reimbursement from the town for expenses for the ads for the director position. Sandra had been told by Katie Chambers, Town Administrator, that this was a cost covered by the town. All other financial records were accepted as presented.

I was alarmed at my 'director's' report: He said I was sound as a dollar. (**Director's Report**)

- **Circulation** through April 2005: 63,288 up 7%
- **People traffic**– through 5/17/05: 54,342 down 13%
- **Personnel**- Art retiring. Art has been here long enough that he gets above and beyond what was accrued... an extra 200 hours from town budget not the library
Phyllis has given her notice that she will be leaving June 25. Organizing a food gift for her
· Stephanie has given her notice that she may leave at the end of the summer reading program
Art recommends that Beth Pollock not be continued at the end of her probationary period. She had mentioned that she was leaving for another job, but that is no longer happening and she wants to stay. She hasn't been following through on her job responsibilities and is not motivated to do anything beyond the basic job requirements. Deb will put together documentation to show the history of her unacceptability to continue in this position. June 21 is the last day of her probationary period. *Motion to “not continue Beth Pollock's employment after her probationary period” was made by Kelly, seconded by Tim.*
· A possible solution to the upcoming employee losses was suggested:

- Children's services - make Mary Beth fulltime, which can be covered through Stephanie's leaving and her part time hours. We may have to pay the benefits from our budget, since the town may not cover this cost. Mary Beth wants the position and the hours.
- We need a reference librarian and a library cataloguer. Art feels that these two positions could be covered by one individual if we can find the right one.
- **Systems** - More outages of the system that have nothing to do with the service outages that we had last month; but were a result of an electrical explosion at the grid In Manchester. Also a couple of recurrences like aftershocks for the next couple of days. The iMac has died. It was decided to replace it with a windows platform computer. If there is a need, we will then purchase an iMac.
- **Facilities** - Roof issues and sidewalk
 - Fountain is in good shape although it has a leak that Joel is trying to find and then repair
- **Other** - Summer reading program is gearing up. Kickoff is June 10 at the library. Registration will be easier here with the on-line registration. Will also piggyback adult programming at the same time. Art assembled a summary of the 20 year library history while he has been director. *The great business of life is to be, to do, to do without, and to depart (Old Business):*
- **91 Nashua Street:** is fine. A letter has been sent to the tenants that Art is retiring and to contact either Joel or Deb if necessary. The downstairs tenants always make the check out to Art personally even with repeated reminders that they should address the check to the library.
- **Acoustic Café:** the café committee needs to meet. Mike Maher and Sandy La Fleur are willing to help and are waiting to hear from the committee.
- **Replacement of Stair Treads :** Tiles have been sent to be tested. Bids were sent to trustees in an e-mail. There is enough money in the fine account to cover the cost of this work:

- Holland Flooring:
Front stairwell \$6011.00
Interior stairwell \$1940.40
Total \$7951.40

- Devine Flooring:
Front stairwell \$4839.77
Interior stairwell \$1266.46
Total \$6016.23

- Goedecke Flooring:
Front stairwell \$5686.00
Interior stairwell \$2095.80
Total \$7781.80

- **CD cleaner machine:** put this on hold with all the other things going on.

Business is thirty percent patience (New business)

- **Roof repair:** Tim showed pictures of the problem with the roof. Art gave a report of the estimate from Therrien roofing. Art will request more information for the estimate. Bert will call Mike Trajano at the school board to find out who did the Jacques school repair.
- **Budget Adjustment:** Police Station comes to \$5687 from our budget. *Motion made "to return \$5687 to the town to offset the cost overruns on the police station in response to the request from the Town Administrator. The funds will come from places to be determined by the board". Made by Kelly, seconded by Tim .*
- **Revels Harvest production:** want to come back and do a fall presentation. Harvest theme. Geared to family and children. Late October, November dates possible. \$1500 cost and there is an Arts grant "NEST" that could be applied to it, but we need to apply for it. Sandra will follow up and check dates with the Town Hall schedule and the Revels troupe. Will need to sell tickets so that we can break even. Sandra will send information about the grant to Deb. There will be extra cost for police and perhaps the janitorial costs.
- **Library Director Search:** · Thursday 7:00 interview live with Karin Deyo. Deb Spratt is on the 25th.

Cassius! If we do meet again, why, we shall smile; If not, why then this parting was well made. (Meeting Adjourned) at 9:20 PM.

Minutes prepared by Chris Costantino