

Wadleigh Memorial Library Trustees Meeting October 16, 2007

approved

The Board of Trustees Meeting of October 16, 2007 was called to order at 7:30pm at Wadleigh Memorial Library.

Present: *The world is full of willing people, some willing to work, the rest willing to let them*

Sandra Hardy, Chair; Tim Barr; Mary Burdett; Chris Costantino; Edith March; Mike Tule; Director, Michelle Sampson; Ass't Director, Jo-Ann Roy. Bert Becker, excused and missed

Minutes: *In three words I can sum up everything I've learned about life: it goes on.*

The minutes for the June 19, 2007 meeting were approved on a motion by Mary, seconded by Chris.

The minutes for the September 18, 2007 meeting were approved on a motion by Tim seconded by Edith.

Treasurer's Report: *A bank is a place where they lend you an umbrella in fair weather and ask for it back when it begins to rain.*

- Reviewed and accepted.
- Sandra will investigate the municipal bond rate of return at Citizen's Bank – if comparable to the NHPDIP rate, the combined checking account monies, which are in a separate account from the Trustees Checking account, will remain at Citizen's Bank.

Director's Report *By working faithfully eight hours a day, you may eventually get to be a boss and work twelve hours a day.*

Stats:

Circulation

Circulation Jan-Jul	2006	2007	% Increase
General Circ	144,569	156,696	8.6
Downloadable Audio		961	
MyLibraryDV		88	
Total Circ	144,569	157,745	9.1

People Counter

People Counter	2006	2007	% Increase
Jan-Jul	132,985	134,901	1.4

Public PC's: January to September 2007 – 20,305 logons – averaging 2200 per month.

Personnel *A jury consists of twelve persons chosen to decide who has the better lawyer*

- Alexi Galica-Cohen and Katie Spofford's 6 month probationary periods are up next month
- Michelle asked Joel Trafford to guesstimate approximate amount of extra hours he puts in between evening and weekend snow removal and 91 Nashua issues (avg. 80 hrs/year). Time and a half of Joel's current salary is \$25.47/hour.
- Michelle is renaming the "Replacement Custodian" line item to "Custodial Overtime" and will change the amount of that line item to \$2547.00 for 100 hours of projected overtime next year.

Facilities: *A liberal is a man too broadminded to take his own side in a quarrel*

- McGuinness Tree Service will be on site this week to remove problem trees (Wednesday, Oct 17)
- HVAC – still awaiting arrival of 2 pieces of equipment before project can begin.
- Exterior trim painting will be postponed until spring. Vendor will hold price and give priority in scheduling
- Failing light ballasts are all light fixtures that were placed in 1985 and not part of the 2003 replacement plan through the PSNH program. Life cycle of the ballasts is about 15 years. Michelle is expecting an email from Art Bryan, former director, with information about which ballasts were replaced.
- Backup pump has a cracked housing was discovered when J. Lawrence Hall came to switch building from AC to heat. Awaiting parts to fix.

- Jo-Ann presented systems update:
 - Atrion came on Monday – wiring is complete and labeled! There are many obsolete wires which will remain in place due to the difficulty in removing them from the ceiling spaces. The internet computers by the new books shelving will put in the reference area where the music cds currently are. The music cds will be moved to the space across from the new book shelving.

91 Nashua Joel has had no time to finish painting and general spruce up the vacant unit

- Plumbing problem in the bottom unit from a failed seal around the toilet. It will be fixed

Other *The brain is a wonderful organ. It starts working the moment you get up in the morning and does not stop until you get into the office.*

- Friends of the Library – Chrysanthemum sale at Pumpkin Festival not very successful. Michelle is planning a raffle to try to draw in new members to the Friends. She will have the raffle available at the Souhegan Expo on October 18 at Hampshire Hills.
- Acoustic Café – Oct 20 - Bristol Boys. Help needed with setup and breakdown and goody baking. Trustees discussed whether or not to continue the Acoustic Café program next year. Michelle will inform the audiences this year that the Acoustic Café management team is looking for volunteers to help with the logistics of hosting the café each month.
- Jo-Ann presented updates on programs:
 - Big Read was a success over the Pumpkin Festival weekend.
 - Howard Frank Mosher will be featured at the “Meet the Author” program on November 15.
 - Taking Control: A Financial Management Workshop for Women is being presented Nov 1 and 8th.

Old Business *A definite purpose, like blinders on a horse, inevitably narrows its possessor's point of view*

- Long Range Plan: Michelle and Jo-Ann will have something for the trustees to look at for next meeting.
- Budget - nothing new to report
- Policy revisions: Computer Use and Food in the Library policies were discussed and amended. Jo-Ann will send around the corrections before the next Trustee meeting for another discussion and perhaps approval.

Adjournment *The woods are lovely, dark, and deep, But I have promises to keep, And miles to go before I sleep, And miles to go before I sleep.*

Meeting over at 9:30. Mary will bring pizza to the next meeting. Tim is backup.

Minutes prepared by Chris Costantino, with assistance from Robert Frost