

WADLEIGH MEMORIAL LIBRARY

TRUSTEES MEETING

MAY 20, 2008

Meeting was called to order at 7:00pm at Wadleigh Memorial Library.

Present: Mary Burdett, Chair; Tim Barr, Chris Costantino, Edith March, Sarah Sandhage; Director, Michelle Sampson.

Minutes: The minutes as amended for the April 15, 2008 meeting were approved on a motion by Chris, seconded by Edith .

Treasurer's Report: Reviewed and accepted:

- Error in checking account turned out not to be an error after all
- New "gift" column to be taken out of expenditures and to be tacked on to the end where it will not be included in calculations
- Michelle suggested the Trustees purchase a park bench with Tarbell money to go under beech tree in the yard on the hill; Joel will look at other benches around town (Emerson Park, etc.) and get info. as to where they were purchased; Joel indicated a slab would need to be poured on the spot and the bench would need to be bolted to it

Director's Report:

Stats: Circulation

Circ thru April	2007	2008	% Change
General Circ	68,925	76,044	10.3% increase
Downloadable Audio	415	425	2.4% increase
Total Circ	69,340	76,469	10.3% increase

Stats: People Counter

People Counter	2007	2008	% Change
thru April	53,409	57,535	7.7% increase

Stats: Public PCs

People Counter	2007	2008	% Change
thru April	8452	8163	3.4% decrease

Circulation still at 10% increase, area libraries report same.

Personnel

- Joanne has resigned effective May 10, 2008.
- The newly created position of Ref Desk/Adult Svcs Librarian has been formally approved by the Trustees and was offered to Cindy M., who has accepted; She will be head of Circulation when Arlene is not working and she will be taking part in the new Polaris software system training and afterward training staff at the library
- More discussion about Katie going for her MLS, and Michelle's interest in a possible new position for Katie as Teen/Ref. Desk Librarian when the time comes. Also, Katie is now maintaining the website. Michelle would like to bring Katie on FT.

Facilities

- Blower in Children's room has been fixed
- Joel is working on concrete arch over front door
- Painters will begin outside trim and steel doors next week

Systems

- Polaris system is still on track for August
- Tim questioned why the Library doesn't have access to the Town Hall's copy of Pictometry. Michelle to check with Town Hall, it may be a licensing issue. (City of Nashua, has Pictometry available for everyone's use online.)
- Downloadable audio is costing us \$400 more than anticipated due to licensing costs, etc.

91 Nashua Street

- A branch from one of the library's trees has fallen on the car of a tenant at 91 Nashua Street breaking the rearview mirror and denting the fender; initial indications are that the Town's insurance won't cover the claim, however Michelle will check with the Primex rep. to discuss further since both properties are owned by the library. All Trustees present felt that the library should at least pay the tenant's \$500 deductible.

Long Range Plan Update

Motion to approve Update by Chris, seconded by Tim & Mary

Other

- In light of the tree branch incident, Joel has had Hirko Tree Service out to trim and assess other trees on the property line. It was established that a rotten 10" maple needed to be removed, so that was done at the time. Also, there is a very large sugar maple hanging over one other neighbor's (Young) property and swingset that needs to be removed. The tree has a large hole about 40 ft. up and, due to it's size, would require a crane to remove. Discussion about cost to hire the crane for the day and address a number of other potentially questionable trees in the same area. Joel will call Asplundh and Bartlett Tree for estimates.
- Michelle has had letterhead, magnets and library cards made up with new logo design/colors
- Per attorney phone call, there is a possible new endowment being planned to benefit the library
- Discussion began as to whether or not to continue Acoustic Café next year, tabled until next month's meeting

Next meeting of the Board of Library Trustees will be held June 17th, 2008 at 7pm; pizza at 6:30 provided by Tim

Minutes prepared by Sarah Sandhage