

WADLEIGH MEMORIAL LIBRARY

TRUSTEES MEETING

OCTOBER 19, 2010

The Trustees meeting was called to order at 7:00pm at Wadleigh Memorial Library.

Present: Tim Barr, Mary Burdett, Chris Costantino, Edith March, Kim Paul, Sarah Sandhage, and Director, Michelle Sampson. Kristie Popp excused.

The minutes for the September 21, 2010 meeting were approved on a motion by Tim, seconded by Edith, all in favor.

Treasurer's Report: Reviewed and accepted.

Director's Report:

Stats: Circulation

Circ through SEPT	2009	2010	% Change
General Circ	186,889	202,310	8.25 % increase
Downloadable audio & ebooks	1453	1830	25.95 % increase
Total Circ	188,342	204,140	8.38 % increase

Stats: People Counter

People Counter	2009	2010	% Change
Through SEPT	145,641	143,672*	1.4% decrease

*new People Counter appears to be off by approx. 25%

Michelle has been trying to contact the company that provided the newest unit. If unable, she will look into a new replacement elsewhere.

Stats: Public PCs

Through SEPT	2009	2010	% Change
Wireless		609*	
Public PCs	21,120	18,914	10.4% decrease
Total through AUG	21,120	19,523	7.6% decrease

*Stats began mid-July

Personnel

- Arleen Levenson's resignation will be effective December 31, 2010. Motion made by Tim to promote Mary Ann Shea to this full time position effective Jan. 1, 2011, seconded by Chris, all in favor. Town Hall is on board regarding the resulting change in her benefits package. The Finance Director will be making the appropriate changes within that budget.

Facilities

- Joel Trafford is in the process of refurbishing the granite sign above the Nashua Street door and so far has done an outstanding job of it. Sarah Sandhage has spoken to Dick Medlyn of Medlyn Monument regarding alternate positioning of the new sign he has designed. Trustees would like it to be installed on the front lawn, resulting in a two-sided engraving. The price for such changes was discussed and Mr. Medlyn indicated that the price would not change. Plans to move forward on ordering the new sign were put aside (on a motion by Sarah, seconded by Mary, all in favor) until new design drawings for the addition to the library are complete- possible interference with construction being the reason.
- Research on a library banner for the post out front on Nashua Street will begin. DPW may have to be contacted to gain authority to remove the MCAA banner that is now there. Also, discussion about purchasing blue library signs to be installed around town. The signs would have a (universal) library symbol and a direction indicated on them. Michelle indicated that Joel would be in touch with DPW about same.
- American Security & Fire Protection has been notified to proceed with the security camera project voted through at the last meeting. At this time, equipment has been ordered and installation should occur within the next 2 weeks.
- Weeding of adult fiction and large print collections is complete and non-fiction will begin next.

Systems

- The IT consultant is working towards installation of the replacement pc's purchased for the Reference Area. Date yet to be determined.
- The Library catalog pc near adult audio is having difficulty, possibly will be swapped with one of the old public pc's in reference.

Upcoming Programs

- **Children's:** Baby lapsits (Wed AM); various storytimes (Mon/Wed/Thur); Make & Take Halloween Craft (Oct 29); 4th & 5th grade book club reads The City of Ember by DuPrau (Nov 10); PAWS to Read (Nov 13).
- **YA:** Teen Wii Battle of the Bands (Oct 19); Teen Craft-earbud/iPod holders (Oct 20); Pizza & Pages Book Club reads Red Kayak by Cummings (Oct 21); Cirque du Freak Halloween Party (Oct 28) Chicks with Sticks Book Club reads The Chosen One by Williams (Nov 4).
- **Adult:** Evening Book Group reads We Are All Welcome Here by Berg (Oct 26); Morning Book Group reads Hotel New Hampshire by Irving (Nov 4); Preserving Memories: maintaining family photos, personal papers and memorabilia (Nov 9).

91 Nashua St.

- Newer tenant on top floor late with rent again. Has paid ½ due for Oct. with the other ½ supposedly forthcoming this week. No action being taken by the Trustees at this time.

Other

- Souhegan Valley Expo—Thursday, October 21 @ the Hampshire Dome. We'll be attempting to register people for library cards off-site for the first time. Friends of the Library will be there selling items & starting their membership drive. They'll be raffling off a Nook to new/renewing Friends.
- Friends of the Library meeting on Wed., October 27 @ 7pm in the AV Room.
- Michelle will present the 2011 budget to the Budget Advisory Committee on Wednesday, October 20th @ 7pm in the Police Department's Community Room. All meetings are now televised on PEG.
- First Acoustic Café was this past Saturday, 67+/- people attended!

New Business

- Library Steering Committee will meet Wed. Oct. 20th at 6pm in the NH Room. Presenting to them will be Sandy Mitchell, professional fundraiser who worked with New Boston on their expansion project. Regular committee meeting to follow.
- Meeting with architects necessary and forthcoming, potential date to be discussed at Steering Committee meeting on Oct. 20th. Also, their contract needs to be seen and studied by members.
- Bill Dunlap, fundraiser from Amherst, is slated to present to committee on Nov. 2nd, 2010 at 6:45pm.

Meeting adjourned at 8:45 pm.

Next meeting of the Board of Library Trustees will be held Tuesday, November 16th, 2010 at 7pm; pizza at 6:30 provided by Tim Barr.

Minutes prepared by Sarah Sandhage.