

Wadleigh Memorial Library Trustees Meeting
December 21, 2010
7:00

Present: *Let us not look back in anger, nor forward in fear, but around in awareness.* Tim Barr, Mary Burdett, Chris Costantino, Edith March, Kim Paul, Kristie Popp, Sarah Sandhage, Mike Tule. Director, Michelle Sampson. Tim Finan, BOS Rep

Minutes. *Man is flying too fast for a world that is round. Soon he will catch up with himself in a great rear end collision.* November meeting minutes were approved on a motion by Sarah, seconded by Edith, all in favor.

Treasurer's Report: *One martini is all right. Two are too many, and three are not enough.* Reviewed and accepted.

Library Status: *Progress was all right. Only it went on too long.*

Circulation

Circ through NOV	2009	2010	% Change
General Circ	228,237	244,078	6.94 % increase
Downloadable audio & ebooks	1785	2312	29.6 % increase
Total Circ	230,022	246,390	7.12 % increase

People Counter

People Counter	2009	2010	% Change
Through NOV	179,550	175,692	2.1% decrease

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

Discrepancies don't seem as vast in the past month now that we are taking a daily reading (as opposed to weekly)

Public PCs

Through NOV	2009	2010	% Change
Wireless		1,055*	
Public PCs	25,509	22,930	10.1% decrease
Total through NOV	25,509	23,985	6.0% decrease

**Stats begin mid-July*

Personnel *Sixty minutes of thinking of any kind is bound to lead to confusion and unhappiness.*

- A sub-group of the staff is planning a mid-January retirement party for Arleen Levenson. Arleen's last day is Thursday, December 30th. Michelle will let trustees know of times and dates.
- Non-public session requested for personnel issue.

Facilities/Collections *You might as well fall flat on your face as lean over too far backward.*

- A written bomb threat was discovered by Lucinda Mazza before the library opened on Monday, December 6th. It was written on a piece of scrap paper and was found on the table between reference pc stations 1 & 2. Cindy called the authorities & handled the situation in consultation with Trustee Chair. She documented everything on an incident report which is on file. Michelle saw the Police Chief today and spoke briefly about the incident.
- 2 additional surveillance cameras were installed. One is by the exit door outside of the Children's Room. Given the bomb threat which occurred on December 6th, 2010, the second camera faces the row of reference pcs.

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Systems *There are two kinds of light - the glow that illuminates, and the glare that obscures.*

- Since last meeting, the IT consultant installed and configured all 8 pcs in reference area; rebuilt ILL pc after its OS was decimated by a virus/Trojan horse; returned to set up outlook email accts on this pc and troubleshoot transfer of outlook files; provided pro-bono on-call IT advice in re possible future connection updates as related to router maintenance contract and printing & timing issues regarding Envisionware.

Programs: upcoming *Laughter need not be cut out of anything, since it improves everything.*

- **Children's:** Bingo for grades 4-5 and PJ storytime (Dec 28); 4th-5th grade book club (Dec 29); 2nd-3rd grade book club (Dec 30); Music & More (Jan 4); Paws to Read (Jan 8); Monday storytimes for ages 1 ½- 3 ½ begin (Jan 10).
- **YA:** Chicks with Sticks Book Club reads *Gimme a Call* by Sarah Mlynowski (Jan 6); Animanga Club (Jan 11); Mid-term/finals study time (Jan 10 & 13); Teen Gaming (Jan 12); Pizza & Pages Book Club reads *Hidden Talents* by Lubar (Jan 20).
- **Adult:** So You Want to Start Writing (w/author Joe Smiga) (Jan 11); Acoustic Café (Jan 15); ongoing computer skills classes.
- **Other:** In response to Michelle's suggestion & under her guidance, Sue Amann applied for her first big grant. The grant was from the National Endowment for the Humanities (NEH) to encourage collaborative programming & community dialogue on the topic of: Louisa May Alcott: the Woman Behind *Little Women*. While we were not selected, it was a good experience as she'd never applied for a national grant. Michelle asked Sue to email the contact to see how the application can be improved for future funding requests.

91 Nashua *It is better to have loafed and lost, than never to have loafed at all.*

- Status quo.

Other *A word to the wise is not sufficient if it doesn't make sense.*

- Monday, January 24th: departmental update for BOS.
- Children's Room raffled off a large chocolate lover's basket. Winner was Robert Paige. Raffle raised approximately \$260 for the Children's Room to go towards Children's programs.
- Friends of the Library: Book Lover's 2011 Page-A-Day calendar on sale at the front desk for \$10 (retail=\$12.99). A NOOK was raffled off to entice new members. New Friend (and current volunteer) Melissa Sidilau won the NOOK.
- Dawn Griska, EA to Town Administrator, called Michelle to check on the status of the possible warrant article to request funding for the repair of the foundation wetness problems. To date, Joel Trafford, facilities manager, has met with two contractors, but no bids have been submitted. Michelle will ask Joel to follow-up on these contractors and set a date for the end of the year to have a bid submitted.

Renovation/Expansion Planning: *The nation that complacently and fearfully allows its artists and writers to become suspected rather than respected is no longer regarded as a nation possessed with humor or depth.*

Steering Committee *Discussion in America means dissent.*

- Next steering committee will be January 4, 2011
- Proposal was submitted by Manypenny Murphy Architects. This needs to be discussed soon
- Executive Session for real estate discussion
- Tim Finan, BOS representative, said that we don't need to meet specifically with the BOS about the progress made so far. Michelle can make a brief mention of it when she presents to the BOS on January 24 and to the Budget committee hearing when it is scheduled.
- Chris/Tim will talk to Bill Parker, Community Development Director, about working with the Facilities Committee

Executive Session – *The only rules comedy can tolerate are those of taste, and the only limitations those of libel.* On a motion by Sarah, seconded by Mary (unanimous vote) the trustees moved into executive session at 7:55. A unanimous vote, on a motion by Chris, seconded by Sarah, minutes of the executive session were sealed; and the executive session was closed.

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Meeting Adjourned — *Boys are beyond the range of anybody's sure understanding, at least when they are between the ages of 18 months and 90 years.* 8:50

Mary will bring pizza to the next meeting

Next meeting is January 18, 2011. Food at 6:30, meeting at 7:00

Minutes prepared by Chris Costantino with assistance from James Thurber (12/8/1894)