

WADLEIGH MEMORIAL LIBRARY

TRUSTEES MEETING

January 25, 2011

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

Present: Tim Barr, Mary Burdett, Edith March, Kim Paul, Sarah Sandhage, Michelle Sampson, Director, and Board of Selectmen rep. Tim Finan.

Minutes: The minutes as amended for the December 21st, 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 DEC	2009	2010	% Change
General Circ	246,798	262,946	6.5 % increase
Downloadable audio & ebooks	1936	2610	34.8 % increase
Total Circ	249,242	265,556	6.5 % increase

Stats: People Counter

People Counter	2009	2010	% Change
Through DEC	193,087	189,835	1.7% 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)

Stats: Public PCs

Through DEC	2009	2010	% Change
Wireless		1,214*	
Public PCs	27,435	24,638	10.2% decrease
Total through DEC	27,435	25,852	5.8 % decrease

*Stats began mid-July

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Personnel

- Reviewed and approved new job description for Head of Circulation (old description no longer applies). Motion to approve made by Edith, seconded by Tim, all in favor.

Facilities

- Joel Trafford has painted all of the electrical conduit piping for the light to be installed over the Nashua Street door/sign. Light installation will likely be within the next 6-8 weeks—weather permitting. We are waiting for Blase Electric.
- Interior camera near Children's room was repaired today by Jim Cavanaugh and we are still waiting for the new IP camera for the exterior of the building.
- Joel will be meeting with B. Whitfield from WWD to discuss camera/dye tests of storm water drainage pipes.
- Michelle stated that some kids have been studying the public monitor (behind the Circulation desk) of the security camera areas and congregating in other places in the library that are not monitored. Because of that, the library staff turned off the scanning mode of the monitor so it just showed the view of the circulation desk and the kids couldn't see what else the cameras were watching. The Trustees felt that that was defeating the purpose of having cameras and not having that monitor on did more harm than good. They have instructed Michelle to have it turned back on to show all monitored areas of the library on the screen so staff and patrons can see what is going on in the building.

Systems

- No news

Upcoming Programs

- **Children's** Regularly scheduled storytimes for all ages; Baby lapsits (Weds); Music & More (Feb 11); Paws to Read (Feb 12).
- **YA** Chicks with Sticks Book Club discusses *Sovay* by Celia Rees (Feb 3); Animanga Club (Feb 8); Teen gaming (Feb 9); Teen Book Crush Party (Feb 11); Pizza & Pages Book Club discusses *Mysterious Benedict Society* by Stewart (Feb 17).
- **Adult** Evening Book Group discusses *Jane Eyre* (Jan 25); AARP Tax Assistance begins Feb 1 (Tues AM and Thurs afternoons through April); Learn about Lyme Disease (Feb 8); Acoustic Café featuring Gloucester Hornpipe & Clog Society (Feb 19).

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New Business

- Long Range Plan needs a 2011 revamp. 2008 plan will be forwarded to Trustees from Michelle for rework.
- 29 Nashua Street – no news
- Steering Committee will meet Wed. Jan. 26th 2011 at 6:30pm in the Keyes Room at the library.
- Filing period for town offices ends this Friday Jan. 28th 2011 – Sarah Sandhage and Mike Tule's terms expire this March.
- Michelle to speak with Cindy Mazza re. the discussion she had with Bill Drescher after the bomb threat was found in the library. In question is a bill for services rendered.
- The Town Deliberative Session will be held Sat. Feb. 5th, 2011 beginning at 9am in the Town Hall Banquet Room.

Other

- Board of Selectmen departmental update on Monday night went well.

91 Nashua St.

- Ralph's Towing had an accident in the last storm while trying to clean up 91 Nashua Street with their plow truck. As a result, they feel it is too difficult and no longer want to plow this property for us so Joel has found a replacement plowman.
- Still waiting for Rick Blase from Blase Electric to work on the attic wiring at 91 Nashua Street in order to bring it up to code. The Trustees have suggested that Michelle have Joel call another electrician for a quote since the wait has been so long for Blase Electric.

Motion to move into Executive Session at 8:03pm in order for the Board to discuss the Director's annual review. Michelle and Tim Finan excused themselves for the evening and Trustee Chris Costantino then joined the meeting.

Motion to move out of Executive Session at 9:24pm.

Meeting adjourned at 9:24 pm.

Next meeting of the Board of Library Trustees will be held Tuesday Feb. 15th, 2011 at 7pm; pizza at 6:30 provided by Sarah.

Minutes prepared by Sarah Sandhage.