

**WADLEIGH MEMORIAL LIBRARY
TRUSTEES MEETING
JUNE 19, 2012**

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

Present: Mary Burdett, Deborah Faucher, Jennifer Hansen, Kim Paul, Sarah Sandhage, Mike Tule, Michelle Sampson, Library Director; Joel Trafford, Facilities Manager; and Tim Finan, Board of Selectmen; also Tom Kershaw from Energy Savings Solutions

Mr. Kershaw addressed the board regarding the company's proposal and options for an LED retrofit project for the library.

The amended minutes for the May 2012 meeting were approved on a motion by Sarah, seconded by Kim, all in favor.

Treasurer's Report reviewed and accepted. Michelle to furnish a monthly expense report for the \$10K anonymous donation the library received for senior services.

Director's Report

Stats: Circulation

| Circ through MAY | 2011 | 2012 | % Change |
|-------------------------|----------------|----------------|----------------------|
| General Circ | 103,364 | 100,885 | 2.4% decrease |
| Downloadable audiobks | 1116 | 1549 | 38.8% increase |
| Downloadable ebooks | 476 | 650 | 36.6% increase |
| Total Circ | 104,956 | 103,129 | 1.7% decrease |

Stats: People Counter

| People Counter | 2011 | 2012 | % Change |
|-----------------------|---------------|---------------|-----------------------|
| Through MAY | 68,010 | 62,423 | 8.2 % decrease |

Stats: Public PCs

| Through MAY | 2011 | 2012 | % Change |
|--------------------------|--------------|---------------|-----------------------|
| Wireless | 878 | 1294 | 47.4% increase |
| Public PCs | 8432* | 8768* | 4% increase |
| Total through MAY | 9,310 | 10,062 | 8.1 % increase |

*3pcs down 4-8 wks in 2011; 3pcs down 3-4 wks in 2012

Personnel

- Monthly staff meeting to be held Thursday, June 28th.
- 6 month probationary periods end for Asst. Children's Librarians Mary Girard and Trina McLenon; 1 year anniversaries for Library Pages Michelle Sprague, Ceilidh McKillop and Kylie Hargrove.

Facilities/Collections

- Children's room lighting project: J. Trafford reported on Freel Electric's proposals for the children's room lighting project; The proposal to replace existing wiring, bulbs and fixtures w/3 bulb fluorescents and LED cans was passed on a motion from Kim, seconded by Jen, all in favor; Joel to check into warranties on new bulbs and fixtures. The project will be paid for with fine monies. It will require that the Children's room be closed beginning August 13th until the project is complete. Joel will be replacing the ceiling tiles at the same time. Children's room books and materials will be moved temporarily to the Keyes Meeting Room upstairs for young patrons' use during that time.
- Roberta Woolfson will be back in touch this fall regarding the possibility of painting a new mural on canvas which could be rotated among other artwork. She will speak to the Children's staff about possible themes.

- New Children's Room furniture: Michelle & children's room staff met with Tucker Library Interiors rep; have design schematic for room layout and what furnishings will be needed; evaluating various furniture manufacturers. Michelle will be meeting with Children's Librarian(s) tomorrow.
- Joel has built a beautiful new bench in the Juvenile fiction section, adding a wonderful reading area by the windows; He also has plans to possibly build another in one corner of the Children's room.
- Joel is still looking to get another quote on the complete restoration of the outside fountain (proposed to cost somewhere near \$25,000); also a quote on sandblasting of the fountain's bowl. Michelle to apply for moose license plate grant for restoration funding next year; Mike will call Maggie Stier of NH Preservation Alliance for grant/funding ideas as well. Discussion about other local funding resources included the Kaley Fund, the Keyes Fund and the Rotary Club. Mention was also made of getting the story out via newspaper.

Systems

- With assistance from Microtime, the town's IT Director has been working to set up the router that will handle the new phone system traffic. There have been several network problems but progress continues.
- PCs running Windows XP have been subject to repeated viruses. We've had 3 public internet pcs down for 3-4 weeks now. One of those pcs has been cleaned out, upgraded and reloaded but still needs to be tested out with Envisionware and Centurion disc protection. This will be our first Windows 7 pc to be put on the Envisionware system and we're unsure of compatibility issues.

Programs

- **Children's:** Family Friday Storytime (Fridays through August); Summer Reading Kickoff -Bubbleology (June 21 @ Amato Center); Stuffed Animal Sleepover (June 25); Norman Ng Magic Show (June 27); Art Class with Kristine Brock (July 2); Shadow Puppets (July 9); Skywatch (July 11 @ Keyes Field); Campfire Storytime (July 16); Masquerade Ball (July 18).
- **YA:** Pizza & Pages Book Club reads *Dead End in Norvelt* by Gantos (June 21); Teen Summer Reading Kickoff--Blacklight Party (June 25); Teen Craft—Dreamcatchers (July 3); Chicks with Sticks Book Club reads Johnson's *Name of the Star* (July 5); Anime Club (July 10); Wii Wednesday (July 11); Art of Ghost Photography (July 17); Ghosthunting 101 (July 18).
- **Adult:** Facebook Demystified (June 26); Antoine Saint-Exupery: The Man Who Wrote *The Little Prince* (NH Humanities Council—June 27).

Old Business

- Red Sox "Dream Night at Fenway" tickets are printed and ready to go! There are packets available at the circulation desk for each trustee, as well as a supply of tickets to be left at the desk for general sale.

New Business

- CIP meeting July 11th 6:30pm at the library to introduce new members of the CIP and get them up to speed on the library's expansion project plans
- Library Expansion Steering Committee to meet Thurs. June 28th at 6:30pm to discuss and write a "charge" for the Facilities Committee and plan a packet to submit on forward progress to date
- Recent Library Trustee Seminar attended by Chris and Deb, Deb filled board in on interesting/key points

Other

- Friends of the Library to meet June 27th.

Meeting adjourned at 8:38 pm.

Next meeting is July 17, 2012. Deb to supply pizza at 6:30pm, meeting at 7pm.

Minutes provided by Sarah Sandhage