

Wadleigh Memorial Library  
Meeting Minutes  
June 18, 2013

Present: Chris Constantino, Deb Faucher, Sarah Sandhage, Jen Hansen, Kim Paul, Michelle Sampson, Mike Tule and Wayne Hardy

Kim called the meeting to order at 7:04 p.m.

The minutes from last month were unanimously approved (Chris made first motion, and Sarah made second motion).

Deb presented her Treasurer's Report.

Michelle presented her Director's Report (see below):

**Director's Report**

**Stats: Circulation**

<b>Circ through MAY</b>	<b>2012</b>	<b>2013</b>	<b>% Change</b>
General Circ	100,885	98,419	2.4 % decrease
Downloadable audiobks	1549	1802	16.3 % decrease
Downloadable ebooks	650	1014	56% increase
<b>Total Circ</b>	<b>103,129</b>	<b>101,235</b>	<b>1.8 % decrease</b>

**Stats: People Counter**

<b>People Counter</b>	<b>2012</b>	<b>2013</b>	<b>% Change</b>
<b>Through MAY</b>	<b>62,423</b>	<b>59,489</b>	<b>4.7 % decrease</b>

**Stats: Public PCs**

<b>Through MAY</b>	<b>2012</b>	<b>2013</b>	<b>% Change</b>
Wireless	1294	218*	
Public PCs	8768	7089	19.2% decrease
<b>Total through MAY</b>	<b>10,062</b>	<b>7089</b>	

\*May only

**Personnel**

- Staff meeting held June 13.

**Facilities/Collections:**

- Flagpole dedication on Friday, June 21<sup>st</sup> @ 3pm.
- New book drop installed.
- Fountain: received assessment report from conservator.

**Systems:**

- WiFi statistics are being collected by Google Analytics again after five months of being out of service. We'd still like to examine another, more accurate way of collecting usage statistics directly from the Wireless Routers, but the solutions are either time consuming or costly. Unless Bruce has another solution, we'll continue to collect relative numbers via the Google Analytics method we have used in the past, now that it's working again.
- All public PCs are functional at this time. We continue to have a few annoyances, and will work towards resolution of these issues on a time available basis.

- There are still two staff PCs that need to be switched out – the Reference pc and one in Tech Services.
- As part of our technology plan, we now have 3 iPads for in-library use—one for children’s, one for young adults and one for adults. They were purchased courtesy of trust fund monies. Miss Letty is spear-heading the effort to make them patron-ready and passing them around to the staff for experimentation and familiarization. We’ll be purchasing apps using the same criteria we do for other library materials. The hope is to increase digital literacy among both staff and patrons.

**Programs:** Check the calendar for last minute changes or additions. A sample of what’s coming:

- **Children’s:** Summer Reading kicks off on June 21—theme for Children’s is “Dig into Reading.” Monday morning storytimes; Friday storytimes at Keyes Field; Tie Dye fun (June 24); Gardening Party (June 26); Art with Kristine Brock (July 1); Fourth of July Craft Day (July 3); Book Bingo (July 8); Gnome sculpting and painting (July 10); Stuffed Animal Sleepover (July 15); Critters n/ Creatures (July 17).
- **YA:** Pizza & Pages Book Club reads McMann’s *The Unwanteds* (June 20). Summer Reading theme: “Beneath the Surface” kick off: Jurassic Party (June 21); Teen Craft: Rock Necklaces (June 25); Camp Nanowrimo (National Novel Writing Month) Kickoff & Info Session (June 28); Dr. Who Fan Club (July 2); Teen Craft: Book Cover Pendants (July 8); Anime Club (July 9); Gaming (July 10); Chicks with Sticks Book Club reads Brown’s *Perfect Escape* (July 11).
- **Adult:** Knit 1, Crochet 2 meets 1<sup>st</sup> Monday of each month—**note change for summer months**; Spanish Conversation Group meets each Tuesday; Evening Book Group reads Brox’s *Five Thousand Days Like This One* (June 25); Summer Reading theme: “Groundbreaking Reads” kicks off June 19 with A Walk Back in Time: The Secrets of Cellar Holes—a NH Humanities Council program; NH Bats and White Noise Syndrome—UNH Cooperative Extension (July 10).

#### Other

- CFC meeting on Wednesday, June 19<sup>th</sup> @ 6:30pm; Location: town hall banquet room.
- Friends of the Library to meet Wednesday, June 26<sup>th</sup> @ 7pm.
- Strategic plan progress.

The flagpole dedication will take place at 3:00 p.m. on Friday, June 21<sup>st</sup>. The ceremony will run approximately 30-45 minutes.

Fountain update: We got the assessment back. We discussed where we go from here. The Moose Plate grants were due at the end of April. We discussed other grants as a possibility, such as Kaley, Keyes or Marchese. Mike suggested that Michelle go ahead and ask for the high end on the RFPs. Deb suggested contacting the VFW and the American Legion to see if they might be interested in making contributions toward fixing the fountain.

Strategic Planning: Michelle showed us a draft of the Strategic Plan. The goal is for it to be completed (for the most part) by our next meeting.

We took some time to discuss changing the day and time of our meeting. Our new Board of Selectmen representative (Mark Fougere) is unable to attend our meetings due to a conflict on the same night each month. We talked about moving our meeting to the 4<sup>th</sup> Tuesday of the month, but that would displace a Book Club that already meets at the library. We voted to keep our monthly meeting as is (Deb made first motion, and Jen made second motion).

Update on CFC: Several Trustees attended the meeting with Alyssa. We could potentially build a smaller library than the current plans call for (total of 23,000-24,000 square feet with addition and renovation of the current structure). We talked briefly about the timing of the CIP and the possibility of our addition project being pushed back again. The CFC meets again on June 19<sup>th</sup>.

Our next meeting will be held on July 16<sup>th</sup> at 7:00 p.m. Mike will bring pizza.

Respectfully submitted,

Jennifer Hansen, Secretary