

Wadleigh Memorial Library
Trustee Meeting Minutes

June 17, 2014

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

Kim called the meeting to order at 7:00 p.m.

Michelle presented the Treasurer's Report in Deb's absence.

Chris moved to accept the minutes from the May meeting. Kim made second motion and all voted in favor.

We received gifts from the Wadleigh Memorial Library Development Fund and Joe Murphy. These gifts were approved by the Trustees. Chris made first motion, Sarah made second motion and all voted in favor.

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

DIRECTOR'S REPORT
FOR TRUSTEE'S MEETING: JUNE 17TH, 2014

Stats: Circulation

Circ through MAY	2013	2014	% Change
General Circ	98,419	94,012	4.5 % decrease
Downloadable audiobooks	1014	1279	26 % increase
Downloadable ebooks	1802	2544	41.2 % increase
Total Circ	101,235	97,835	3.4 % decrease

People Counter

People Counter	2013	2014	% Change
Through MAY	59,489	52,197	12.3 % decrease

Stats: Public PCs

Through MAY	2013	2014	% Change
Wireless			
Public PCs	7089	5899	16.8 % decrease
Total through MAY	7089	5899	16.8 % decrease

Personnel

- Staff meeting to be held June 26.
- 3D printers and MakerSpaces: Mary Ann Shea attended a recent open house at Nashua's MakeIt Labs. Mary Ann Shea, Kim Gabert and Katie Spofford attended a full day workshop on MakerSpaces and libraries presented by the New England Library Association.
- Sue Amann just completed a month-long online class, "Basic Graphic Design for Library Staff."

Facilities

- Sink hole filled.
- Plumbing issues repaired.
- AC Compressor.
- Building project.

Systems:

- Town IT Director Bruce Dickerson is still loading and configuring the new server; he's setting up a new Library windows domain and a separate Public windows domain that will be able to "talk" to each other. Migration TBD - tentatively planned for early August.
- Wireless upgrade
 - Based on Bruce's recommendation, we'll be going with Cisco's Meraki system and will be purchasing three access points in the coming weeks.

Programs & Services:

- Reference Librarian Sue Amann applied for and won a \$1000 grant from the NH Humanities Council for a book and film discussion series on "Making Sense of the Civil War" to be held later this year/early next.
- **Teen Tech Squad (pilot project):** Wednesdays in June, 3-5pm. Bring in your gadgets & gizmos and we'll help you figure it out!

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

- **Children's:** Regular storytimes for all age groups including Friday Family Storytimes @ Keyes Field beginning June 27 (except July 4). Summer Reading Kickoff: Peter Boie @ the

Amato Center (June 20); Be a botanist (June 23); Lindsay & her puppet pals (June 25); Color experiments (June 30); All day holiday crafts (July 2); Art with Kristine Brock (July 7); Creature Teachers (July 9).

- **YA:** Pizza & Pages Book Club reads Nielsen's *The False Prince* (June 19); Summer Reading Kickoff Party (June 20); Bristle Bots Make & Race (June 24); Teen Tech Disassembled (June 26); Random Fandom (June 27); Doctor Who Fan Club (July 1); TAG-Teen Advisory Group (July 3); Anime Club (July 8); Teen Gaming/Wii Wednesday (July 9); Snow in July (July 15).
- **Adult:** Knit 1, Crochet 2 meets alternate Mondays of each month; Spanish Conversation Group meets each Tuesday; Austenmania!: the appeal of the Regency Novelist in the 21st century (June 24).

Other

- Update on 501c3 status re Development Fund & Friends.
- Wednesday, June 25th: Town Employee & Board Annual Summer BBQ. Town Hall Auditorium – drop in anytime between 12-2pm.
- **PLEASE MARK YOUR CALENDARS FOR THESE IMPT DATES!**
 - **BOS biannual update: Monday, July 28th**
 - **Presentation for CIP Committee: Wednesday, July 30th**

We discussed the recent air conditioning issue. The compressor was repaired and is all set (it was rebuilt). Michelle will find out if it has a warranty on it. We talked about whether or not we should have a plan if and when something like this happens again.

We agreed to think about putting a policy in place so that we have a plan to pay for big ticket items.

Michelle will talk with Ron Lamarre (architect) and let us all know when our next meeting with him will be.

Jen volunteered to run the next meeting, as Kim will be away. The meeting will take place on July 15, 2014. Sarah will bring pizza.

The meeting was over at 8:15 p.m.

Respectfully submitted,

Jennifer Hansen

Secretary