

WADLEIGH MEMORIAL LIBRARY  
TRUSTEE MEETING MINUTES  
MARCH 17, 2015

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

The meeting was called to order at 7:04 p.m. by Kim.

Election of officers: Jen and Deb were elected co-chairs. Chris was elected secretary. Wayne was elected treasurer. Kim made the motion for all of these elections, Wayne made second motion. All voted in favor.

Sarah made a motion to accept the minutes from our February meeting. Jen made second motion. All voted in favor.

Deb presented her Treasurer's Report. Sarah voted to approve this month's gifts. Deb made second motion and all voted in favor.

Budget for 2015: we talked about the town operating budget not passing on election day. We are being asked to cut \$4,500.00 from our budget. We discussed this and ended up taking the money out of the Computers and Peripherals lines.

We discussed a wage adjustment for our 4 pages. They will get a 4% increase. Jen made a motion to accept this. Sarah made second motion. All voted in favor.

Director's Report: Michelle presented her report. See below:

**DIRECTOR'S REPORT**  
**FOR TRUSTEE'S MEETING:**  
**MARCH 17<sup>TH</sup>, 2015**

**Stats: Circulation**

<b>Circ through FEB</b>	<b>2014</b>	<b>2015</b>	<b>% Change</b>
General Circ	35,335	34,716	1.8 % decrease
Downloadable audiobooks	454	650	43.2 % increase
Downloadable ebooks	985	1,155	17.3 % increase
<b>Total Circ</b>	<b>36,774</b>	<b>36,521</b>	<b>0.7 % decrease</b>

### Stats: People Counter

People Counter	2014	2015	% Change
Through FEB	19,142	18,358	4% decrease

### Stats: Public PCs

Through FEB	2014	2015	% Change
Wireless		1924	
Public PCs	2,119	2,078	1.9% decrease PC
<b>Total Sessions</b>		<b>4,002</b>	

### Personnel

- Performance evaluations: no raises due to default budget.
- Library Pages: one year anniversaries. – need to approve wage adjustments.
- Staff meeting held March 12 with guest presenter, Susan Drew (Director of the Welfare Dept).

### Facilities

- Regarding the issue of people getting up on our roof: Subsequent conversations with the Town Administrator and our Primex representative led to us posting appropriate signage concerning not only the roof, but skateboarding and climbing/sitting on our hand railings (the most prevalent problem of all).
- Potential property acquisition.
- Building project: education/marketing going forward.
- Town-wide facilities.

### Systems (Town IT Director, Bruce Dickerson):

- Waiting to migrate Envisionware over to the new server until the end of the month when E'ware has their next upgrade scheduled. At the same time, we'll be installing E'ware's MobilePrint module. This should alleviate the many problems patrons have had over the past several months trying to print from their wireless devices.
- Touch screen monitor @ the printer kiosk has died; will be replacing.

### Programs & Services:

- **Services:**
  - **Teen Tech Squad:** MONDAYS, 3-5pm. Bring in your gadgets and we'll help you figure it out!
  - **AARP Tax Assistance:** February 3 – April 14. Tuesdays 9:30am-2pm & Thursdays 3:30-6:30pm
    - Note that the IRS is NOT providing public libraries with paper copies of tax forms or instruction booklets. We have online access—as well as master copies that the public can photocopy for 10 cents each.
- **Programs:**
  - **Children's:** Regular story times for all age groups. LEGO Party (Mar 19); Art Afternoon (Mar 20); Make & Take Crafts (Mar 21); Story Dance (Mar 23); Grades 4 & 5 Book Group (Mar 25); Wadleigh Writer Wednesdays (Apr 8); PAWS to Read (Apr 11); Grades 2 & 3 Book Group (Apr 13); Read to Your Librarian (Apr 19).

- **YA:** Pizza & Pages Book Club reads Riggs's *Miss Peregrine's Home for Peculiar Children* (Mar 19); Teen Writers' Group (Mar 20); Teen Advisory Group (Apr 2); Doctor Who Fan Club (Apr 7); Teen Gaming/Wii Wednesday (Apr 8); Anime Club (Apr 14);
- **Adult:** Knit 1, Crochet 2 meets alternate Mondays of each month; Spanish Conversation Group meets each Tuesday; and Intro to Social Networking meets each Wednesday. Acoustic Café: Traditional Brew (Mar 21); Evening Book Group reads Spofford's *Bethany Caleb* (Mar 24); Brewing in NH – a NH Humanities Council program (Mar 25); Patient Self-Advocacy (Apr 1); Morning Book Group reads Diamant's *Day After Night* (Apr 9); History Book Club reads Rubin's *Last of the Doughboys* (Apr 15).
- **Other**
  - 2015 Budget.
  - Friends of the Library to meet Wednesday, March 25 @ 7PM.
  - 1<sup>st</sup> Annual Milford Community Scrabble "Scrambler"—Team Wadleigh (aka known as "Words Against Humanity") came in 4<sup>th</sup> place out of 14 teams. A good time was had by all and they're already planning on next year.
  - NHLTA: Monday, May 18.

Next steps on our building project: We talked about writing a letter to the staff to thank them for all of their hard work (Deb volunteered to write this). We hope this will create an opening for conversation with the staff as we move forward this year. Jen will contact Ron and get his advice as we move forward. Kim said she would contact Bill Parker for his advice.

The meeting ended at 9:00 p.m.  
 Our next meeting will be April 21, 2015 at 7:00 p.m.  
 Respectfully submitted,  
 Jennifer Hansen  
 Secretary