Wadleigh Memorial Library  
Trustee Meeting Minutes  
July 21, 2015  

Present: Chris Constantino, Deb Faucher, Jen Hansen, Wayne Hardy, Kim Paul, Sarah Sandhage, Mike Tule, Michelle Sampson- Library Director, and Kathy Bauer- Selectmen’s representative

The meeting was called to order at 7:00 p.m.

Minutes from last month’s meeting were approved on a motion by Sarah, seconded by Jen, all in favor.

Treasurer’s Report was reviewed and approved. Gifts for the month were approved on a motion by Sarah, seconded by Jen, all in favor.

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

DIRECTOR’S REPORT  
FOR TRUSTEE’S MEETING:  
JULY 21st, 2015

Stats: Circulation

<table>
<thead>
<tr>
<th>Circ through JUNE</th>
<th>2014</th>
<th>2015</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Circ</td>
<td>113,060</td>
<td>111,070</td>
<td>1.8% decrease</td>
</tr>
<tr>
<td>Downloadable audiobooks</td>
<td>1566</td>
<td>2282</td>
<td>45.7% increase</td>
</tr>
<tr>
<td>Downloadable ebooks</td>
<td>3101</td>
<td>3494</td>
<td>12.7% increase</td>
</tr>
<tr>
<td>Downloadable magazines</td>
<td>144</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Circ</strong></td>
<td><strong>117,727</strong></td>
<td><strong>116,990</strong></td>
<td><strong>0.6% decrease</strong></td>
</tr>
</tbody>
</table>

Stats: People Counter

<table>
<thead>
<tr>
<th>People Counter</th>
<th>2014</th>
<th>2015</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Through JUNE</td>
<td>62,725</td>
<td>61,654</td>
<td>1.7% decrease</td>
</tr>
</tbody>
</table>

Stats: Public PCs

<table>
<thead>
<tr>
<th>Through JUNE</th>
<th>2014</th>
<th>2015</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wireless logins</td>
<td>5922</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public PC logins</td>
<td>7178</td>
<td>6980</td>
<td>2.8% decrease</td>
</tr>
</tbody>
</table>

Personnel

- Meeting with library dept. heads on Friday, July 31 to begin evaluating and updating our Strategic Plan.
Facilities
- 2 dead trees on 91 Nashua St. side of property- Michelle to check with Human Resources Dept. re. insurance liability- town employees vs. crane/tree service to do the work.
- 29 & 39 Nashua Street vacant properties- potential uses for library expansion fundraising discussed.
- Insurance claim from 2014 (AC flood/carpet replacement in Keyes Room)- still pending.
- Building project – (patron comments, fundraising)- library expansion fundraising ideas further discussed.

Systems
- Still waiting to migrate Envisionware over to the new server- Town IT director has us on his to-do list.
- Beginning to replace old laptops, one staff pc and Tech Services printer.
- Replaced wireless access point on 2nd floor today.

Programs
- Programs:
  - **Children’s: Summer reading theme: Every Hero Has a Story.** Family storytimes (Mondays through Aug 3); Storytimes in the Park (Fridays through July 31). Heroes of Greek Mythology (July 22); Afternoon Craft (July 24 & 31); Villain Training Academy (July 27); Hero Tea Party (July 29); Book Bingo (Aug 3); Lego Party (Aug 5); Ice Cream Social (Aug 6).
  - **YA: Summer reading theme: Unmasked.** Make Your Own Slime (July 28); Book Hedgehogs – Superhero Edition (July 29); Doctor Who Fan Club (Aug 4); Teen Advisory Group (Aug 6); Anime Club (Aug 11); Writers’ Group (Aug 14).
  - **Adult: Summer reading theme: Escape the Ordinary.** Knit 1, Crochet 2 meets alternate Mondays of each month; Spanish Conversation Group meets each Tuesday; and Intro to Social Networking meets each Wednesday. History Book Club reads Bradley’s *Imperial Cruise: A Secret History of Empire and War* (Aug 19); Evening Book Group reads Flynn’s *Gone Girl* (Aug 25).

Other
- CIP presentation: Wednesday, July 22 @ 6:30, BOS Room- Michelle to present with support from 2 trustees.
- Presentation for the SV Chamber of Commerce on business resources @ the library: Tue., July 28.
- BOS semi-annual update: Monday, August 10. Time TBD.
- Upcoming: 2016 budget. No dates given from Town Admin as of yet.

Meeting adjourned at 8:40 pm.

Next meeting will be held at the Wadleigh Library on August 18, 2015, at 7pm. Jen to bring pizza for 6:30.