

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

Present. *Any committee is only as good as the most knowledgeable, determined and vigorous person on it. There must be somebody who provides the flame.*
 Jen Hansen, Co-Chair; Chris Costantino, Kim Paul, Mike Tule, Sarah Sandhage, Wayne Hardy. Deb Faucher, excused.
 Michelle Sampson, Director. Mark Bender, Town Administrator

Minutes: *Become so wrapped up in something that you forget to be afraid.*

The November meeting minutes were approved unanimously on a motion by Jen, seconded by Kim

Treasurer's Report: *Candy is dandy but liquor is quicker*

Approved as presented. Gifts were accepted unanimously on a motion by Chris, seconded by Jen.

Stats: Circulation

| Circ through NOV | 2014 | 2015 | % Change |
|-------------------------|----------------|----------------|--|
| General Circ | 210,009 | 201,016 | 4.3 % decrease |
| Downloadable audiobooks | 3126 | 4571 | 46.2 % increase |
| Downloadable ebooks | 5948 | 6312 | 6.1 % increase |
| Downloadable magazines | | 411 | |
| Total Circ | 219,083 | 212,310 | (statistically flat) 3.1 % decrease |

Stats: People Counter

| People Counter | 2014 | 2015 | % Change |
|--------------------|----------------|----------------|--|
| Through NOV | 116,905 | 112,750 | (statistically flat) 3.6 % decrease |

Stats: Public PCs

| Through NOV | 2014 | 2015 | % Change |
|------------------|---------------|---------------|-----------------|
| Wireless logins | N/A | 10,572 | |
| Public PC logins | 14,227 | 12,588 | 11.5 % decrease |
| Total | 14,227 | 23,160 | INCREASE |

Personnel *No news at 4:30 a.m. is good.*

- Second batch of revised job descriptions must be approved and submitted to HR by Dec 15th. Trustees unanimously approved the updated job description, on a motion by Kim, seconded by Wayne for: Library Page; Library Assistant – Technical Services; Professional Librarian, Part Time; Head of Technical Services; Facilities Manager; and Library Director.
- PLA National Conference (Denver, CO): Tue., April 5 – Sat., April 9, 2016. Early Bird registration ends 1/22/16. <http://www.placonference.org> Held every other year. Last attended in 2012.
- Staff holiday appreciation – staff were given gift cards to the Toadstool Bookshop.

Facilities *Perhaps no place in any community is so totally democratic as the town library. The only entrance requirement is interest.*

- The 2016 calendar was approved unanimously on a motion by Chris, seconded by Jen.. The library will be closed on Pumpkin Festival weekend, but will be open on Monday, Columbus Day.
- 29 & 39 Nashua Street properties: 29 occupied. 39 – J. Trafford continues to work on sprucing it up and making needed repairs before occupancy.
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- In the process of the work at 39 Nashua St, Joel realized that the wrapping which contained the asbestos around the boiler was ripped. Rather than rewrap the asbestos, Joel is getting quotes for an abatement. This work would need to be done at the future demolition of the building, which somewhat lessens the pain of the expected expense.
- There is asbestos in the floor tiles in the lower level of the library. The tiles in Joel's office are loosening under his chair. He will "abate" the problem with a rubber mat.

Systems

- Laptop replacement: 3 tablets received; awaiting software installation. 2 laptops received; software installed on 1.
- A total of 5 pcs have been replaced (one was re-purposed) and deployed.
- Lascie Networked Attached Storage (NAS) device failed; replaced it with an external hard drive with two 4-terabyte drives for backups (repurposed from another town dept).
- Began Envisionware migration over to the new server; encountered some snafus and now back to researching fixes in order to complete the migration.

Programs & Services *Encourage & support your kids because "Children are apt to live up to what you believe of them.*

- **Children's:** Regularly scheduled story times. Lego Party (Dec 17); Makerspace-Builders' Academy (Dec 18); Art Afternoon (Jan 8); PAWS to Read (Jan 9); Grades 2 & 3 Book Group (Jan 11); Namaste Yoga (Jan 19).
- **YA:** Teen Gift Making: Book Tablet Cover (Dec 17); Doctor Who Fan Club (Jan 5); Anime Club (Jan 12); Wii Tournament Thursday (Jan 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. History Book Club reads Tuchman's *The Zimmermann Telegram* (Dec 16); Teen Tech Squad (Dec 21); Women & Money (Jan 12 & 13); Morning Book Group reads Gawande's *Being Mortal: Medicine and what matters in the end* (Jan 14); Acoustic Café: Mike Agranoff (Jan 16).

Other *A little stress and adventure is good for you, if nothing else, just to prove you are alive.*

- Friends of the Library 5th annual Wreaths Around the Wadleigh – silent auction. 55 wreaths donated. Final amount raised TBD.
- Holiday Appreciation Luncheon for town employees & volunteers: Wed., Dec 16th from 12-2PM.

Discussions *Become so wrapped up in something that you forget to be afraid.*

- Building Project.
 - Sarah and Chris will poster sit at the Farmer's Market on December 19.
 - Warrant Article presentation with the BOS and BAC went very well. Deb and Jen did most of the talking with Michelle running the computer. This is a good approach. No decisions for support as yet. Several questions were raised at both presentations – answers for which Michelle got from Ron.
 - Push the building front further from the road to allow for future road widening.
 - A patio look on the front of the building to make it look a bit friendlier
 - Need to start community outreach – a booth at the Primary voting site; more ideas?
 - Primaries/election day (tentatively Tue, Feb 9). Permission granted to have a card table sized space in the school lobby for voter education in re the town election in March.
 - Still having some pushback about the aesthetics of the new design. Need to reiterate that the final look is still in the design phase.
- New Trustees

Meeting adjourned at 8:15pm

Next meeting – January 19 with pizza at 6:30. Michelle has pizza duty. Meeting at 7:00pm. .

Minutes prepared by Chris Costantino with assistance from Lady Bird Johnson