

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

**Present:** *I hire people brighter than me and I get out of their way*

Jen Hansen, Deb Faucher, Co-Chairs; David Rysdam, Kim Paul, Sarah Sandhage. Excused: Mike Tule, Judy Gross Alternate: Chris Costantino. Michelle Sampson, Director; Kathy Bauer, Board of Selectmen Representative

**June Meeting Minutes:** *Great vision without great people is irrelevant*

Approved unanimously on a motion by Sarah, seconded by Kim.

**Treasurer's Report:** *A good manager is a man who isn't worried about his own career but rather the careers of those who work for him*

Reviewed and approved. Gifts were accepted and approved unanimously by Chris, seconded by Jen

**Director's Report:** *Do not hire a man (or woman) who does your work for money, but him (or her) who does it for the love of it*

**Stats: Circulation**

Circ through JUNE	2015*	2016	% Change
General Circ	107,677	96,136	10.7 % decrease
Downloadable audiobooks	2282	2719	19 % increase
Downloadable ebooks	3494	3328	4.8% decrease
Downloadable magazines	144	380	164% increase
<b>Total Circ</b>	<b>113,597</b>	<b>102,563</b>	<b>9.8 % decrease*</b>

\*2015 checkout figures have been amended to reflect an inaccuracy detected at year's end.

**Stats: People Counter**

People Counter	2015	2016	% Change
Through JUNE	61,654	61,235	0.7 % decrease

David suggested that we purchase a new people counter, install alongside the old one to get comparison data

**Stats: Public PCs**

Through JUNE	2015	2016	% Change
Wireless logins	5922	5353	9.6 % decrease
Public PC logins	6980	5887	15.7 % decrease
<b>Total</b>	<b>12,902</b>	<b>11,240</b>	<b>12.9 % decrease</b>

**Personnel** *If you think it's expensive to hire a professional to do the job, wait until you hire an amateur*

- Staff meeting date: Thursday, August 4.
- Timekeeping system. Still no further word about this.
- Library Director's position – Kim Gabert and Diana LeBlanc to tag-team until successor is on board. Michelle is working on a "How to/Where to" document to help orient her successor; a document summarizing highlights from each year (based on one Art Bryan had written); as well as updating a document listing Board of Trustee votes, the issue and the meeting date. Thanks to help from the Friends, all Board agendas, meeting minutes & supplemental materials (going back to 1976) as well as NH State Library & local annual reports have all been organized, filed by year and put in labeled manuscript boxes which currently reside in the director's office.

**Facilities** *Hire character. Train skill*

- Rental properties
  - Annex –Awaiting installation date from Crowe for the fencing behind the property. Still awaiting proof of renter's dog registration.
  - 29 Nashua Street – status quo.
- Library building project – status quo
  - CIP application submitted June 3.

**Systems** *If you pay peanuts, you get monkeys*

- Upgraded public wifi/access points are working well. Wordpress Workshop had 8 participants + presenter and there were no problems with people being booted off the network.
- On the staff side, we've been experiencing severe slow-downs in internet speed and the ability to connect with Polaris (read: check things in or out, catalog items, register new patrons). First Light, our ISP, has said it was a bandwidth issue. We narrowed it down to Windows 10. The Windows 10 download is free through the end of the month but free doesn't mean without cost! Once installed, it downloads updates constantly and when all of the computers are connected and downloading these updates (which are near impossible to stop or opt out of), it brings our network to a screeching halt.
- The town's IT Director was able to secure a discount on a new SonicWall router/firewall for the staff internet and wifi. We're planning to move the staff network over to Comcast on Thursday.

**Programs & Services** *As with a pair of child's shoes, it's always best to find new employees with room to grow into*

- **Children's: Summer Reading.** Family storytimes on Mondays; Baby Lapsits on Wednesdays; Storytimes in Keyes Park on Fridays; Make & Take Crafts on Saturdays. Playing Across the Pond –British Games (July 20); Team USA Shirts (July 25); Yoga for Youngsters (July 27); Art w Kristine Brock (Aug 1); Big Games & Ice Cream (Aug 3).
- **YA: Summer Reading.** Writers' Workshop (Fridays); Teen Minute-to-Win-it (July 21); Giant Scrabble (July 28); Doctor Who Fan Club (Aug 2); Giant Yahtzee (Aug 4); Anime Club (Aug 9); Wii Tournament Thursday (Aug 11).
- **Adult: Summer Reading.** Knit 1, Crochet 2 meets alternate Mondays of each month; Spanish Conversation Group meets each Tuesday. Teen Tech Squad Office Hours – Mondays; Pickling – the Traditional, Easy, Probiotic Method (Aug 3); Morning Book Group reads Ripley's *The Unthinkable – Who Survives when Disaster Strikes and Why* (Aug 11); North American Birds of Prey (Aug 11); History Book Club reads Crile's *Charlie Wilson's War* (Aug 17); Wordpress Workshop (Aug 20).

**Other** *Time spent on hiring is time well spent*

Read more at: [http://www.brainyquote.com/quotes/quotes/r/roberthalf380576.html?src=t\\_hiring](http://www.brainyquote.com/quotes/quotes/r/roberthalf380576.html?src=t_hiring)

- BOS Departmental update on Monday, July 18 (BOS Room – changed from July 11).
- Strategic Plan update

**Discussion** *Somebody once said that in looking for people to hire, you look for three qualities: integrity, intelligence, and energy. And if you don't have the first, the other two will kill you. You think about it; it's true. If you hire somebody without [integrity], you really want them to be dumb and lazy*

1. Building Project
  - a. Chris to talk to Steve Sereault and/or Scott Cornett for information concerning the creation of a Scope of Works document for the library maintenance/repair/renovation projects
  - b. We will talk to the CIP about pushing the Renexpansion project off to 2018 while we focus on hiring and integrating a new director.
2. Additional meeting to go over applications on July 26 at 7:00pm.

**Meeting was adjourned at 8:14pm.** *We are what we repeatedly do. Excellence then, is not an act, but a habit*

The next meeting of the Wadleigh Memorial Library Board of Trustees will be held on Tuesday, August 16, 2016 at 7pm. Jen to bring pizza.