

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

Present: *I'm always relieved when someone is delivering a eulogy and I realize I'm listening to it.*

Jen Hansen, Deb Faucher, Co-Chairs; David Rysdam, Judy Gross, Kim Paul. Excused: Sarah Sandhage, Mike Tule. Alternate: Chris Costantino. Kim Gabert and Mary Ann Shea, library staff. Betsy Solon, new library director as spectator. Joel Trafford, Facilities Manager.

November Meeting Minutes *Always do whatever's next.*

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

Treasurer's Report: One tequila, two tequila, three tequila, floor.

Thanks again to Kim for taking on this task. Gifts were accepted on a motion by Chris, seconded by Jen.

Director's Report *Don't sweat the petty things and don't pet the sweaty things.*

Stats: Circulation

Through NOVEMBER	2015	2016	% Change
General Circ	193,786*	172,747	10.9% decrease
Downloadable audiobooks	4,571	4,932	7.9% increase
Downloadable ebooks	6,312	6,093	3.5% decrease
Downloadable magazines	411	732	78.1% increase
Total Circ	205,080	184,504	10% decrease

2015 General Circ figures are amended to reflect an inaccuracy detected at year's end, 2015

Stats: People Counter

People Counter	2015	2016	% Change
Through NOVEMBER	112,748	107,860	4.3% decrease

Stats: Public PCs

Through NOVEMBER	2015	2016	% Change
Wireless logins	10,572	11,033	4.3% increase
Public PC logins	12,588	10,614	15.7% decrease
Total	23,160	21,647	6.5% decrease

Personnel *'I am' is reportedly the shortest sentence in the English language. Could it be that 'I do' is the longest sentence?*

We have found a new Director! Elizabeth (Betsy) Solon accepted the position with an anticipated full-time start date of January 23, 2017.

- We held a Staff Meeting on Tuesday, November 29 at 8:30 a.m. Two Trustees attended. Thank you to Kim Paul and Chris Costantino.

Milford Cabinet Microfilm Digitization Project

We have digitized 53 rolls of microfilm thus far. At the November meeting, the Trustees agreed to spend \$2,000 so that we could continue this project. Advantage Preservation agreed to a discounted rate of \$80/roll, so we were able to send 25 rolls for \$2,000. We now provide free, keyword searchable access to the Milford Cabinet/Farmer's Cabinet covering the period from 1802 through 1967 (1924 – 1967 are in process as of this writing. There are still approximately 90 rolls covering the period from 1968 to 2015 that could be digitized, and we will continue to look for gifts and partnerships to defray the costs. However, what we currently have available is a significant piece of Milford's history.

Facilities *Have you ever noticed that anybody driving slower than you is an idiot, and anyone going faster than you is a maniac?*

- The upstairs bathroom will be re-opened to Staff only. Joel will monitor the situation closely.
- In the first week of December, the computers in the teen area were taken out to make way for a laptop bar. Adults and teens alike are already using the space, using three of the stools that were purchased for use at Acoustic Café. Joel used materials that we already had – half an end cap from unused shelving units. Thank you Joel for your fabulous fabrication skills!
- Our fiction shifting project is moving right along. We will be happy to show off our progress the next time you're in!

Systems *I went to a bookstore and asked the saleswoman, 'Where's the self-help section?' She said if she told me, it would defeat the purpose.*

We are upgrading our network router switches. Two switches have already been replaced, and Bruce has December 29 on his calendar for replacing the server room switches and reorganizing the server rack in Tech Services.

- The Microtime tech, Dan, is working on our 6 new PCs, loading them with the necessary software and Windows 10. He will also upgrade the two Teen PCs to Windows 10, so we'll have 8 PCs for the Reference area with the same software loaded.
- December 29 is a Polaris Upgrade day.
- Thanks to a networking contact with Constant Contact employee made at the Souhegan Valley Expo, we sent out our first 'designed for mobile' newsletter on December 1st. More than half of our newsletter 'opens' are made from a mobile device.

Programs & Services *Some people see things that are and ask, Why? Some people dream of things that never were and ask, Why not? Some people have to go to work and don't have time for all that.*

- **Children's**
Yoga Time, Story Dance and Grades 4 & 5 Book Group, Makerspace, Wadleigh Writer Wednesdays, Art Afternoon, PAWS to Read, Grades 2 & 3 Book Club, Lego Party, Make & Take Crafts
Storytimes: Toddler Tales, Little Listeners (Mondays), Baby Lapsit (Wednesdays), and Storytime Stars (Wed & Thurs).
- **Young Adult**
Teen Writers' Club, Doctor Who Fan Club, Anime Club, Teen & Tween Yoga. Upcoming in January: Adulting 101.
- **Adult**
Idea to Invention: How to Become a Maker (2nd Thursday), Acoustic Café – Ari and Mia Friedman (Jan. 21)
Book Groups: History Book Club (3rd Wednesday), Evening Book Group (4th Tuesday), Morning Book Group (2nd Thursday).
Ongoing: Knit 1, Crochet 2 (1st and 3rd Mondays of each month); Spanish Conversation Group (Tuesdays). Teen Tech Squad (Mondays).

Discussion *When you step on the brakes your life is in your foot's hands.*

1. Diana LeBlanc attended a session at NELA which was very useful. The staff is already incorporating some of the ideas that Diane learned and some suggestions from Betsy Solon's interview with the trustees and staff.
2. Mary Ann attended a seminar for Emotional Intelligence. She found it rewarding and hopes that other staff have an opportunity to attend in future seminars.
3. The fountain project is progressing at a reasonable pace. The epoxy used to bind parts has been changed to a stronger material. A friend of the library is designing a lighting system to illuminate the torch using LED lights. There will be a specially designed tube to support the heavy fixture at the top of the statue.
4. The sewage plumbing is stabilized, although not fixed. The high volume of water used in the 3rd floor toilet is ameliorating the inability of the lower level pipes to clear solid waste. Joel continues to drop additional water down the sewer pipe. Mark Bender, Town Administrator has spent time with Joel to understand the issue.
5. The Friends wreath sale was successful.
6. The January calendar for the library was approved. There were some questions about other holidays which Mary Ann will review and resubmit via email for the trustees to approve at the January meeting.
7. Jen will contact Kathy Cleveland of the Milford Cabinet for an article about Betsy Solon as our new library director.
8. Jen will write a letter to the tenant of 39 Nashua Street.

9. Non-public session – RSA 91:A.3.II.c (reputation). At 7:20, the trustees unanimously approved going into non-public session to discuss reputation on a motion by Jen, seconded by Kim. The non-public session was closed at 7:30. On a motion by Judy, seconded by David, the trustees unanimously approved sealing the minutes of the NP.

Meeting was adjourned at 7:35pm. *There must be a beginning of any great matter, but the continuing unto the end until it be thoroughly finished yields the true glory.*

The next meeting of the Wadleigh Memorial Library Board of Trustees will be held on Tuesday, January 17 at 7pm. Kim to bring pizza.

Meeting minutes respectfully submitted by Chris Costantino with assistance from George Carlin