

**Wadleigh Memorial Library
Board of Trustees Meeting
Tuesday, March 26, 2019 7:00pm**

The meeting was called to Order at 7:01pm.

In attendance: Betsy Solon, Director; Kathy Parenti, Shirley Wilson, Lynn Coakley, Sarah Philbrick Sandhage, Jennifer O'Brien Traficante, Judy Gross, Janet Hromjak (by phone), Laura Dudziak, Board of Selectmen liaison. Chris Costantino absent. Welcome new Trustee, Shirley Wilson!

Election of Officers

Co-Chairs: Judy Gross/Kathy Parenti

Treasurer: Lynn Coakley

Secretary: Sarah Philbrick Sandhage

Alternate Trustee(s): Chris Costantino; another alternate to be recommended-Betsy has a list of possibilities from staff.

Minutes from February 19, 2019 Meeting were reviewed and approved on a motion by Shirley, seconded by Kathy, all in favor.

Acceptance of Donations through February 28, 2019, and review of Treasurer's Report approved on a motion by Lynn, seconded by Sarah, all in favor.

Discussion of Building Project finance possibilities for upcoming expenditures.

Non-public Meeting Session per RSA 91-A:3, II (a)- 7:15pm Laura and Betsy and cameraman excused themselves.

Public Session Resumed 7:30pm

DIRECTOR'S REPORT

As we begin a new term together and reach the end of another Town voting cycle, I feel the need to remind everyone of the important role the Library plays in our community.

Public libraries like ours are all about information and free access to it. The more information available, the stronger and more democratic our community will be. The Library is also often the only place in town where people from all levels of society – the poor, the middle class, and the wealthy – can come together under one roof and interact with one another while getting equal service.

It's not always comfortable to deal with people outside of one's social circle or to see books and media displayed on topics you find disagreeable, but that's why the library matters so much in this time of divisiveness and intolerance of differences. I think back on last November's "Poppy Project," when patrons with no computers or cable television at home sat alongside patrons who probably owned multiple technical devices. They worked side by side to assemble poppies for the library front lawn to honor our veterans. These people of different beliefs and backgrounds were able to put their differences aside in order to do something nice for the community. We plan to offer more opportunities like that in the year ahead.

Giving Milford citizens information and the access to it - that's what we do.

LIBRARY STORY OF THE MONTH

Libraries transform lives. [Betsy shared a wonderful story about a resident who had no power at home, so he came to the library in order to prepare for a job interview. He was able to use the library's resources to research the company beforehand to gain knowledge and confidence, resulting in a successful interview and job offer.](#) More stories like this will be shared in the future.

STAFF NEWS

Congratulations to Sue Dahlen, who celebrated her 25th year with the library on March 19th! We'll be honoring her at our next full staff meeting (7:30am on 4/18/19).

Performance conversations are nearly complete – I will send copies over to HR when all have been signed. The new "WML Employee Handbook" was distributed at the February staff meeting and a copy will be sent over to Karen Blow for her records. On March 13th Mary Ann and I attended a workshop on "Homelessness and the Library." We brought along Susan Drew (Milford Welfare Director) and Daria Harvey (of SHARE) and we all found the information extremely useful. I'm investigating future training opportunities on this topic that we can bring into the library for all library staff and other town employees to use. Last but not least, please be sure to stop by WML during National Library Week to vote on the staff Peeps® diorama contest! We have some very clever and crafty entries coming in ("Le Petit Peep," "The Handmaid's Peep" and "Mary Peepins" to name a few). We'll also be posting photos on our Facebook Page, so be sure to "Like" your favorites.

FACILITIES

We experienced another sewage backup early Wednesday morning 3/20/19. Both the electrical room and the boiler room were quite flooded with "yuck." The rooms were dry when we left at 11pm, but completely flooded by 5am, so the cause does not appear to be internal. We had a plumber come in and force out the clog, which seemed to be something that had pushed back into our pipes from outside the building. Fortunately, we were able to open for the day rather than close due to lack of public restrooms. Jeff is looking into getting a valve which will allow waste to flow out of our pipes, but not back in. The last time this

situation occurred was after a very heavy rainstorm in early June 2018. Joel also reported many instances of backflow.

The moveable periodical shelving arrived on February 25th. We are anxious to complete the project before summer by replacing the remaining 3 rows of shelves with moveable ones. That will make renovating the main area much easier, as the shelves may be moved anywhere in the library – and it will provide us with a huge open programming/performance area, whether the renovation project passes or not.

Jeff inquired about the cost of a full hazmat test for the building and was quoted \$8K-\$9K by The Lawson Group. The actual cost may come in a bit lower, since many individual areas have already been tested over the past few years, but that is the price we are working with for now.

PROGRAMS

“Monday @ the Movies” has found its groove and may be extended to every Monday, instead of its current twice/month schedule. There were 25 in attendance yesterday!

Likewise, this season’s Acoustic Café developed a new audience after the performance night and genre changes. We are working to line up next season’s performers by the end of April.

The Children’s programs are bringing in large crowds and the staff has spent a lot of time partnering with the elementary schools.

Last month’s Gun Control program experienced a few technical difficulties, but the ensuing discussion was very interesting and enlightening to folks on both sides of the issue.

Tomorrow we present “The Vietnam War: Diverse Perspectives,” funded by a NH Humanities grant.

Future adult programs include: “Capital Crime of Witchcraft” on April 10th, “Talking About Race: Staying Curious, Moving Forward and Being Part of the Solution” on April 23rd and 30th,” “From Guns to Gramophones: Civil War and the Technology that Shaped America” on May 22nd, “The Science of Climate Change” on June 12th and A Lithuanian Dinner and Slideshow by Chef Oonagh Williams on June 26th. We are also scheduling a NH Fish & Game program about NH Bobcats for August.

Summer Reading for all ages will begin in late June and continue through the first week of August.

OTHER NEWS

Congratulations to our new trustee, Shirley Wilson! We look forward to a great partnership and many successes together.

Many thanks to all of you who encouraged our NH legislators to sign the “Dear Appropriator” letter to fund LSTA (the Library Services and Technology Act) and the IAL (Innovative Approached to Literacy) program. On March 11th the White House released its FY2020 federal budget proposal, and for the third year in a row, the president has recommended eliminating the Institute of Museum and Library Services (IMLS), which provides the main source of federal support for US libraries and museums. We New Hampshire residents can be proud that all four of our officials were early signers to the letter to restore that funding.

All trustees are invited to join me at the May 3rd Hillstown Library Coop meeting at 9:30am in New Boston. The topic is Public and Private Funding Partnerships for Library Projects, presented by Lori Fisher of Baker Free Library in Bow, NH.

Our 2018 Annual Report was submitted to the State Library on March 15th.

Respectfully Submitted, Betsy Solon

No Public Questions or Comments

Old Business

In order to better manage meeting discussions and time, the Board voted to hold monthly meetings earlier (6:30-8:30), also the agenda will be emailed to all Board members earlier for review.

Library Policy Review- Three more policies were updated/edited during this past month by various trustees, they were reviewed and approved.

Library Furniture/Equipment- After review of various library funds, the Board gave the green light for the last of the moveable, rolling bookshelf units to be ordered by Betsy in an ongoing effort to expand programming space on the main floor.

Library “Expanovation” Project - As a result of Construction Manager interviews, Milestone was selected as the CM for the project, formally approved on a motion by Shirley, seconded by Lynn, all in favor, Jennifer and Sarah abstain.

The lot merger is officially complete.

New Business

There will be a Listening Session on **April 3rd at 6pm**, all public invited, to hear comments and suggestions regarding the “Expanovation” project. A second Listening Session is scheduled for **May 2nd at 6pm**, where preliminary drawings are expected to be unveiled. The Board of Selectmen will be invited, as well as Town Administration and other Boards. Trustees are encouraged to call friends, family, acquaintances and nay- sayers beforehand to invite them to these sessions.

Discussions took place regarding funding the following projects from various library accounts. Motions made and seconded, all in favor of the following:

Chuck Sink, Messaging Consultant will be hired to establish a marketing campaign as plans move forward. A formal proposal will be requested for our records.

Meridian Land Services will be working on an Existing Conditions Boundary Plan, and has given the library a non-profit discount for their services.

Bullseye Locating will be performing a utility location survey for Meridian.

A hazmat survey has been recommended by SMP. We will hold off on that expenditure at this time.

Betsy requests that Library Substitute positions be established. These people will be former employees who can easily fill in where and when needed. Unanimous agreement.

The NH Library Trustees Association will be holding a Trustee Orientation Workshop in Concord on Friday April 12th from 10am-2pm.

Upcoming Events

Friday, May 3rd Public and Private Partnerships in Library Funding, New Boston 9am-12pm.

Wed, May 29th, NHLTA 2019 Spring Conference & Annual Meeting 8am-3:30pm

Next Meeting will be held Tues. April 16th at 6:30 pm. Meeting was adjourned at 8:42pm.

Respectfully submitted,

Sarah Philbrick Sandhage