

WADLEIGH MEMORIAL LIBRARY
Board of Trustees
Minutes of November 16, 2004 Regular Meeting

A meeting of the *Wadleigh Memorial Library Board of Trustees* was held on November 16 2004 at 7:30 p.m. at the Wadleigh Memorial Library, Nashua Street, Milford, New Hampshire.

Trustees Present:

Tim Barr, Bert Becker, Mary Burdett, Chris Costantino, Sandra Hardy, Kelly Richey, and Mike Tule

Others present:

Art Bryan, Library Director, and Deb Spratt, Assistant Director.

Quorum:

The Chair noted that a quorum was present and called the meeting to order at 7:30 p.m.

APPROVAL OF MINUTES

Copies of the minutes for the last trustees meeting held on October 19, 2004 were circulated for approval. Upon motion duly made and seconded, the vote was unanimously:

VOTED: To approve the minutes of the October 19, 2004 trustees meeting in the form presented at this meeting.

TREASURER'S REPORT

The Treasurer's report was distributed and discussed among the trustees. The trustees reviewed results as of November 16, 2004. They also reviewed the trust accounts and non-budget expenditures, as well as the financial report relating to the rental property at 91 Nashua Street.

DIRECTOR'S REPORT

Art Bryan gave the Library Director's report on the following items:

- *Circulation:* Circulation numbers through October were 145,579. This is a 5% increase for the same period last year.
- *People count:* The number of people visiting the library through November 11, 2004 was 140,286. This is a 13% increase through the same period last year.
- *Presentation to the Trustees by the Lego League Team:* The Lego League presented their research on library accessibility for the physically disabled.
- *Personnel:* Deb Spratt is officially the Wadleigh Memorial Library Assistant Director. Sue Aman is working limited hours due to her surgery. Due to Deb's new position the library will be hiring a substitute Reference Librarian. Art and Deb's choice for the position is Elizabeth Pollock.

Upon motion duly made and seconded, the vote was unanimous to hire Elizabeth Pollock for a substitute Reference Librarian position at the hourly rate of \$17.43.

- *Systems:* The Town's current telephone system will be retired in December. The library will now be using regular telephone lines. The Town has hired a consultant to explore replacement telephone systems.

- *Facilities:* The gas meter has been fitted with a custom hood to protect it from snow and ice.

OLD BUSINESS

- *Rental Property at 91 Nashua Street:* Nothing to report.
- *2005 Budget:* The Milford Public Hearing will be held on January 18, 2005. The Trustees discussed the value of having a petition in addition to the warrant article to restore the library's hours.
- *Fire Alarm Panel Replacement:* The new fire alarm panel will be installed on November 17, 2004

NEW BUSINESS:

- *Staff Recognition:* Each staff member will receive an American Express Gift Certificate from the Board of Trustees.

There being no further business to come before the meeting, it was unanimously:
VOTED: To adjourn at 9:50p.m.

Michael Tule, Secretary