

WADLEIGH MEMORIAL LIBRARY
Board of Trustees
Minutes of December 21, 2004 Regular Meeting

A meeting of the *Wadleigh Memorial Library Board of Trustees* was held on December 21, 2004 at 7:30 p.m. at the Wadleigh Memorial Library, Nashua Street, Milford, New Hampshire.

Trustees Present:

Tim Barr, Mary Burdett, Chris Costantino, Sandra Hardy, Kelly Rickey and Mike Tule were present at the meeting.

Others present:

Art Bryan, Library Director, and Deb Spratt, Head of Reference.

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 November 16, 2004 were circulated for approval. Upon motion duly made and seconded, the vote was unanimously:

VOTED: To approve the minutes of the November 16, 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 December 21, 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 November were 160,920. This is a 5.4% increase for the same period last year.
- *People count:* The number of people visiting the library through December 20, 2004 was 154,022. This is an 11.8% increase through the same period last year. Art will check the people counter on December 31, 2004 to get a year end count. The Trustees discussed the feasibility of including the library website hits in the count of the number of people using the library.
- *Personnel:* Elizabeth Pollock, the new reference librarian, started December 21, 2004.

- *Systems:* GMILCS has hired Lisa Eaton as the new technical librarian to replace Eric Graham. She begins her new job January 17, 2005. The Town of Milford has hired the consulting firm Eagle View Technologies to assess the town's data requirements.
- *Facilities:* The fire alarm panel replacement has been completed. The library is having serious roof issues. The rubber roofing has separated from the underlayment where the two roofs meet. The roofer is coming the week of December 21 to assess the cost of fixing the damage.

OLD BUSINESS

- *Rental Property at 91 Nashua Street:* Nothing to report.
- *2005 Budget:* The Trustees will not submit a petition requesting reinstating the warrant article for library hours should the BOS withdraw their support for the warrant article.
- *Staff Gifts:* The Trustees authorize that the amount for staff holiday gifts be amended from \$35.00 to \$50.00.

NEW BUSINESS:

- *2005 Schedule:* The library will be open the morning of December 24, 2005.
- There being no further business to come before the meeting, it was unanimously:
VOTED: To adjourn at 8:10 p.m.

Kelly Richey, Secretary