

WADLEIGH MEMORIAL LIBRARY
Board of Trustees
Minutes of January 19, 2005 Regular Meeting

A meeting of the *Wadleigh Memorial Library Board of Trustees* was held on January 19, 2005 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, and Kelly Richey

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 December 21, 2004 were circulated for approval. Upon motion duly made and seconded, the vote was unanimously:

VOTED: To approve the minutes of the December 21, 2004 trustees meeting in the form presented at this meeting.

TREASURER'S REPORT

The trustees reviewed the library budget expenditures as of January 20, 2004. They also reviewed the trust accounts and non-budget expenditures.

DIRECTOR'S REPORT

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

- *Circulation:* Circulation: Circulation numbers for January will be available at the February meeting
- *People count:* The number of people visiting the library through January 17, 2005 was 5,465.
- *Personnel:* Staff annual reviews will begin in February.
- *Systems:* The reference desk computer must be reformatted due to a virus.
- *Facilities:* The roofer came to look at the roof but could not find the source of the leak. A full scale roof repair will have to be done in the spring. The flooring of the steps in the library front foyer should be replaced in the coming year if the budget allows.

OLD BUSINESS

- *91 Nashua Street:* The toilet in apartment 2 has been replaced.

- *2005 Budget:* The Deliberative Session will be held on Saturday, February 5 at 9am.
- *Acoustic Cafe:* 118 people attended this month's Acoustic Café.

NEW BUSINESS

- *2005 Trustee Election:* Filing period closes on January 28.
- *Hutchinson Family Singers:* Due to the Hutchinson Family's historic affiliation with Milford, the Trustees asked Art to try to book a performance for early spring.
- *Policy Reviews:* The Trustees will take home and review for the next meeting the following policies: General Library Policy, Multitype Library Cooperation Policy, and the Public Relations Policy.
- *Other:* Art passed out the Wadleigh Memorial Library 2004 Annual Report.

There being no further business to come before the meeting, it was unanimously:
VOTED: To adjourn at 8:45 p.m.

Kelly Richey, Substitute Secretary