

WADLEIGH MEMORIAL LIBRARY
Board of Trustees
Minutes of March 15, 2005 Regular Meeting

A meeting of the *Wadleigh Memorial Library Board of Trustees* was held on March 15, 2005 at 7:30 p.m. at the Wadleigh Memorial Library, Nashua Street, Milford, New Hampshire.

Attended

Tim Barr, Bert Becker, Mary Burdett, 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 February 15, 2005, were circulated for approval.

Upon motion duly made and seconded, the vote was unanimous to approve the minutes of the February 15, 2005 meeting.

TREASURER'S REPORT

The trustees reviewed the library budget expenditures as of March 15, 2005. 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 numbers through February were 30,333. This is a 6.0% increase for the same period last year.
- **People traffic**– : The number of people visiting the library through March 14, 2005 was 27,218. This is a 9% decrease through the same period last year.
- **Personnel**– : Art will be on vacation from March 30 – April 5. Joel is on vacation April 4 – April 10. Sadly, Art will be retiring from the Wadleigh Memorial Library effective June 4.
- **Systems** - Annual maintenance on copiers.
- **Facilities** - The public bathroom vent has been repaired. The air ducts throughout the library have been cleaned.
- **Other:** An annual report detailing the financial and statistical operations of the Wadleigh Memorial Library has been filed with the New Hampshire State Library.

OLD BUSINESS:

- **91 Nashua Street:** Steam boiler will be replaced on March 16.

- **Budget:** Warrant article for restored hours passed.
- **Hutchinson Family Singers Show :** The show will be presented in Town Hall on March 26.

NEW BUSINESS:

- **Election of Officers:** Chair: Sandra Hardy
Treasurer: Bert Becker
Co-Secretary: Mary Burdett/Chris Costantino

- **Additional Hours:** Effective April 1, 2005 the library will be open the following hours:

Monday – Thursday 9:30 – 8:30

Friday 9:30 – 1:00

Saturday 9:00 – 1:00

Sunday 1:00 – 5:00 (except June to September)

- **Commercial CD Cleaning Machine:** Due to the expense of sending out CDs to be repaired or replaced the library is exploring purchasing our own CD cleaning machine. Art will call for references and reviews of the product.

- **Children's Programming Funds:** Upon motion duly made and seconded, the vote was unanimous to appropriate \$2000.00 from the Trustee account for the Children's Summer Reading Program.

Meeting Adjourned: There being no further business to come before the meeting, it was unanimously:

VOTED: To adjourn at 9:02 p.m.

Kelly Richey, Secretary