

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

A meeting of the *Wadleigh Memorial Library Board of Trustees* was held on July 19, 2005 at 7:30 p.m. at the Wadleigh Memorial Library, Nashua Street, Milford, New Hampshire.

Had I been present at the creation, I would have given some useful hints for the better ordering of the universe. (Attended): Sandra Hardy, Mike Tule, Tim Barr, Mary Burdett, Bert Becker, Chris Costantino, Kelly Richey. Assistant Director, Deb Spratt

Although no sculptured marble should rise to their memory, nor engraved stone bear record of their deeds, yet will their remembrance be as lasting as the land they honored (Minutes)

- The minutes were approved on a motion by Bert and seconded by Mike.

He that wants money, means, and content is without three good friends. (Treasurer's Report)

- The treasurer's report was accepted as presented.

I don't make jokes. I just watch the government and report the facts (Director's Report)

- **Circulation** through June 2005 –100,678 up 16%
- **People traffic** through 7/19/05 - 84,703 down 7%
- **Personnel:** Received a thank you note from Phyllis for her retirement gift. Relisted the part-time circ. position. Two promising candidates have gone to other positions. New applicants look better.

Diana Le Blanc was offered the fulltime ref/cat position. She will start Aug 1. \$39,004/year. Funds for the position were taken from Sue Amann and Phyllis' hours. Benefits came out of Phyllis' position. Diana doesn't need the benefits, and there will be a kickback to Diana in her paycheck. Motion made by Bert and seconded by Kelly to approve the hire of Diana.

Systems:

- Both tech and ref computers are back working. Both were still under warranty.
- Children's room computer is down. Deb swapped another computer in to cover.
- Copier is printing too faintly. It is still under warranty. Service is coming out next week to fix it.
- Sept 2 system upgrade of Horizon, cataloging system. On recommendation of Deb, the library will be closed. The upgrade starts shortly after the library opens, and Friday is an early closing day. Big hassle for the staff to manually check out books and then enter into the system.

Facilities:

- Joel has started on the roof patching. He started with \$100 dollars of repair stuff. Has upped another \$200 and wants another \$200. He thinks that we can get through the winter and get the

work done next year. This way we can wait and post a warrant article to cover the cost of the repair.

- Still in queue for valve replacement. Deb will see if the work can be done on Sept 2 since we are going to be closed because of the Horizon upgrade. The library will need to be closed while this work is done, so would be nice if it could be combined with the Horizon upgrade.
- Joel ...window by elevator shaft needs a lot of scraping. Perhaps we should hire someone to do the painting, to free up Joel to do some of the other pressing maintenance.
- Joel cleaning out the rose bushes on the side hill in front of the library. The BOS complained that the area was looking messy. Joel cleared out the trees that were starting to grow. He found a manhole cover that will need to be accessible.

Other:

- Chief Pauley was recognized by the board. He wanted to tell the board how much the Fire Department has appreciated the service of the library. Also how responsive the library is to changing/upgrading systems upon the Fire Department request.

Never fear the want of business. A man who qualifies himself well for his calling, never fails of employment.(**Old Business**):

- **91 Nashua Street:** received the contract for prepayment of oil. The fixed price of \$1.98 of 1700 gallons. A check will be written to cover this.
- **Acoustic Café:** Sandy LaFleur created and will use written contracts instead of the verbal agreements with the performers. The lineup is set. Art will be performing in January. Deb needs to update the webpage to advertise the new schedule.
- **Replacement of Stair Treads :** Deb found the quotes. Joel recontacted Goedeke. The price is slightly higher due to oil price increases. Front stairs are \$5950. Joel recommends that we use Goedeke. Deb will contact Goedecke to have the work done.

- **Roof repair:** Joel is taking care of the patching which will get us through the winter. We will present a warrant article to the BOS requesting money to pay for the new roof. Bert is going to contact the 5 roofing companies that did the work at the school for bids. This will give us a fairly accurate number for the warrant article, which is due in October. We need to have it for the September meeting, so that we can look at it.
- **Revels Production:** it is abandoned
- **2006 Budget:** “consistency is the sign of an idle mind” (Bert). Review at home and let Deb know if there any suggestions or change, in particular the book totals. Final vote on the budget is due August 22.
- **Annex air quality issue (mildewy rugs):** nothing had been heard from the town hall.

It's a dangerous business going out your front door(**New business**)

- **CIP Update:** read the CIP stuff that came out and around to us.
- **Landscaping:** (Roses) covered in facilities section of the minutes.
- **Policy:** staff security policy was approved with changes made. Vote made by Kelly, second by Tim. Deb realized that the Policy review is not complete. She made a list of the policies and their renewal schedule. There was some confusion about wording, the policies will be marked as reviewed and/or amended, and the pertinent dates.

- **Library Director Search:** Thursday 7:00 interview live with Karin Deyo. Deb Spratt is on the 25th.

A motion to adjourn is always in order (**Meeting Adjourned**) at 9:00 PM.

Minutes prepared by Chris Costantino