

**TRUSTEES OF THE WADLEIGH LIBRARY  
MEETING MINUTES  
October 17, 2006**

The Board of Trustees Meeting of October 17, 2006 was called to order at 7:30 pm at Wadleigh Memorial Library.

**Present**

Sandra Hardy, Chair; Bert Becker; Tim Barr; Mike Tule; Chris Costantino; Edith March; Director, Michelle Sampson; Jo-Ann Roy, Ass't Director; Joel Trafford, facility manager

**Minutes:** The minutes for the September 19, 2006 meeting were approved on a motion by Bert and seconded by Edith.

**Treasurer's Report:** Bert presented the report. The report was reviewed  
**Director's Report**

**Circulation**

- Year to date, circulation is 152,556 items. Comparisons of years 2005 vs 2006 up to the end of September show a slight **increase of 3%**
- The month of September 2005 (13,913) vs September 2006 (15,047) shows an **increase of 8%**
- People counter for the year to date=143,268. Last year at this time=115,851 **Percentage increase of nearly 24% over last year.**
- Downloadable audiobooks went "live" on Sept. 5<sup>th</sup>. In the past month there have been 71 circs! Much bigger than Michelle anticipated. Note: GMILCS is beginning to discuss the possibilities of downloadable video.

**Personnel:** Michelle will be away Friday, October 20-Monday, October 23

**Systems:** No news

**Facilities**

- Joel: aging trees on property are a problem again. A large branch fell on a neighbor's truck. Insurance wants this taken care of. Joel has several bids.
- Joel: pavement along the sidewalks isn't the same level as the curbing, which is creating a bit of a hazard. Joel is getting this taken care of.
- Michelle is still waiting for Stanley Elevator to return calls to come and install the mechanism to allow library staff to lock the elevator to access the basement after 5:00.
- Railing incident: a young patron playing on the front railing, broke it and some of his skin. Joel has repaired it (not the skin!)
- Hot water is not getting to the heat handlers. Blowing cold air in the basement and on the first floor.
- Paint quotes for the upper windows and eaves will remain good until spring

**Other**

- Children's staff had a bake & book sale as well as face painting for Pumpkin Festival: HUGE success. Suggestion was made that perhaps next year, the library's hours could be extended that weekend. They made nearly \$400 from 11-3 on Saturday.
- Grant for Revels was denied
- Primex workshop: Supervisor's Academy I Michelle found it very useful.
- Best of Souhegan Expo: Tomorrow from 12:30-7:30 @ Hampshire Hills. Michelle is hosting a table to represent the library

### **91 Nashua**

Heat troubles at the rental 91 Nashua street. Valves are seized, which was known but the other working valves compensated. Ciardelli is coming to check.

**Jo-Ann:** Jo-Ann gave a brief report of how she is fitting into her new position. She is happy and becoming more comfortable here.

### **Old business**

- Library Development Fund: this fund was created for the conduit for funds at the last renovation, so there are members on the fund board who think that is the only reason to exist. Other members disagree. They still are working out this process. Another group may be needed to handle fundraising.
- HVAC Warrant Article Capital Request Form: wait and see mode
- 2007 Budget discussion. Wait and see mode
- Building Planning: Michelle has a list of architects whom she will be contacting soon

### **New business**

- CIP update: the library has been moved further down the list and wont' be considered until 2012. Once we have architect recommendations, we will re-present to the CIP
- Acoustic Café: Sandra and Michelle will not be present. Chris and Judy Hohenadel will handle food.

### **Adjournment:**

Tim will bring pizza for the next meeting. Next meeting November 21 .

Minutes prepared by Chris Costantino