

# Wadleigh Memorial Library Trustees Meeting September 18, 2007

approved

The Board of Trustees Meeting of September 18, 2007 was called to order at 7:30pm at Wadleigh Memorial Library.

**Present:** *No man will make a great leader who wants to do it all himself, or to get all the credit for doing it*  
Sandra Hardy, Chair; Tim Barr; Bert Becker; Mary Burdett; Chris Costantino; Edith March; Mike Tule; Director, Michelle Sampson; Ass't Director, Jo-Ann Roy.

**Minutes:** *As I grow older, I pay less attention to what men say. I just watch what they do*  
The minutes for the Aug 21, 2007 meeting were approved on a motion by Bert seconded by Edith. Tim will send out the June minutes.

**Treasurer's Report:** *Concentrate your energies, your thoughts and your capital.... The wise man puts all his eggs in one basket and watches the basket*

Reviewed and accepted.

**Director's Report** *Concentration is my motto - first honesty, then industry, then concentration.*

**Stats:**

Circulation

| <b>Circulation Jan-Jul</b> | <b>2006</b>    | <b>2007</b>    | <b>% Increase</b> |
|----------------------------|----------------|----------------|-------------------|
| General Circ               | 129,522        | 140,637        | 8.6               |
| Downloadable Audio         |                | 836            |                   |
| MyLibraryDV                |                | 59             |                   |
| <b>Total Circ</b>          | <b>129,522</b> | <b>140,637</b> | <b>8.6</b>        |

People Counter

| <b>People Counter</b> | <b>2006</b>    | <b>2007</b>    | <b>% Increase</b> |
|-----------------------|----------------|----------------|-------------------|
| <b>Jan-Jul</b>        | <b>121,306</b> | <b>122,387</b> | <b>1</b>          |

Public PC's: January to August 2007 – 18,079 logons – averaging 2200 per month.

**Personnel** *He that cannot reason is a fool. He that will not is a bigot. He that dare not is a slave.*

- nothing to report

**Facilities:** *There is little success where there is little laughter*

- Broad Oak will not provide a discount for the return of the crane to remove a tree which has continued to be a problem; but wasn't removed on the recommendation of Broad Oak at their last visit. Michelle sent out bids to other area tree experts and got quotes from: Broad Oak (\$5000.00), Fredette (\$3500), Hirko's (\$3000.00), and McGuinness (\$2950). Joel Trafford recommends contracting with McGuinness. The trustees asked Michelle to have Joel check references supplied by McGuinness. Tim made a motion, seconded by Edith for, "Michelle, based on Joel's recommendation, to hire a contractor and not to exceed \$3500 to remove the damaged trees on the property".
- HVAC – The project is due to start October 17. The work can be isolated so that the heat can be turned on if needed.
- Exterior trim painting will be postponed until spring. It is getting too cold for the paint to set properly. The bid for the work will not change.
- The light ballasts are failing at a rapid rate. Michelle will try to determine which lights were replaced in 2002. The failing ballasts could be the ones which weren't replaced then.

**91 Nashua**

- Joel is preparing Unit #2 to make the apartment available for renting. Nancy Hubert will be contacted to rent the unit.

- Michelle will investigate how other town departments handle their employees working extra duties above the normal 40 hour work week. For example, how does DPW compensate workers who plow snow during the winter.

**Other** *You cannot push anyone up the ladder unless he is willing to climb*

- Michelle will be gone for the weekend to Michigan
- Friends of the Library – will hold a chrysanthemum sale during the Pumpkin Festival on the library grounds.
- Acoustic Café – Oct 20 - Bristol Boys. Bert will not be available to help with setup or breakdown.
- GMILCS is examining new circulation systems to replace the existing Horizon system, which is outdated and will not be supported in the future.
- Policy revisions: Michelle presented the Computer Use and Food in the Library policies which need to be updated. Michelle and Jo-Ann will recommend changes which they will pass along to the trustees for evaluation before the next meeting.

**Jo-Ann**

- Systems: Atrion quote: \$1913.00; they will come as soon as they can fit it into their schedule. A mouse has been stolen from one of the computers.
- Website links are up to the library blog and to the library Myspace site
- Jo-Ann has joined the GMILCS database publicity committee, which was created to promote the databases to the public. The databases aren't being utilized as much as the libraries would like.
- Programs: September Project is finished.
- Big Read starts this weekend. As part of this, there will be Chinese face painting on the front lawn of the library and someone telling Chinese folk tales during the Pumpkin Festival.
- New brochures: Jo-Ann has created 2 brochures publicizing library services

**Old business** *People who are unable to motivate themselves must be content with mediocrity, no matter how impressive their other talents*

- Long Range Plan: Michelle and Jo-Ann will have something for the trustees to look at for next meeting.
- Budget - nothing new to report
- Trustee bank accounts : Sandra will close all except the Trustees checking account, keeping enough money in that account to cover monthly expenses. The other account funds will be moved into the NHPDIP account for a better interest rate.

**Adjournment:** *It was from my own early experience that I decided there was no use to which money could be applied so productive of good to boys and girls who have good within them and ability and ambition to develop it as the founding of a public library*

Meeting over at 8:30. Mary will bring pizza to the next meeting – Sandra is backup.

Minutes prepared by Chris Costantino, with assistance from Andrew Carnegie