

Wadleigh Memorial Library Trustees Meeting November 20, 2007

approved

The Board of Trustees Meeting of November 20, 2007 was called to order at 7:30pm at Wadleigh Memorial Library.

Present: *Keep cool; anger is not an argument.*

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: *Falsehoods not only disagree with truths, but usually quarrel among themselves.*

The minutes as amended for the October 16, 2007 meeting were approved on a motion by Edith seconded by Mary.

Treasurer's Report: *Failure is more frequently from want of energy than want of capital*
Reviewed and accepted.

Director's Report *What a man does for others, not what they do for him, gives him immortality.*

Stats:

Circulation

Circulation Jan-Jul	2006	2007	% Increase
General Circ	161,553	174,695	8.1
Downloadable Audio		1,059	n/a
MyLibraryDV		88	n/a
Total Circ	161,553	175,842	8.8

People Counter

People Counter	2006	2007	% Increase
Jan-Jul	150,964	153,359	1.6

Public PC's: January to October 2007 – 22,732 logons – averaging 2200 per month.

Personnel *Inconsistencies of opinion, arising from changes of circumstances, are often justifiable.*

- Joel Trafford and Cindy Mazza are now certified in CPR through a course with Milford Ambulance.
- December 24 is a day off
- December 6&7 Michelle will be at Primex's Academy II in Concord

Facilities: *Liberty exists in proportion to wholesome restraint.*

- Trees have been removed
- HVAC update: 3rd floor and most of the main floor are complete. Children's room will need to be closed due to safety concerns November 26-28 while crew works on those units. Still awaiting replacement coil for meeting room unit (defective part). Joel came in Veteran's Day so that the crew could do work near circ desk without closing down the library (JT cleaned rugs – 55 gals of H2O used !)
- Cracked pump discovered during AC turnover – replacement parts here, not yet installed
- Building ballasts – PSNH warranty is expired. Joel is investigating the coverage from Lithonia, the manufacturer, to replace the parts which are supposed to last 15 years.
- Furniture replacement – Michelle has contacted a company in Manchester and has some rough ideas of what she would like to do. It will be in the range of \$60,000. She will have more definite information for the next meeting.
- Jo-Ann presented systems update:
 - The computers have been moved to the reference area, making more room by the new books shelving. This has driven the teens to expand into the reference area, making it

noisier. Mark Pepler of the Milford Police Dept. will be making more frequent stops for the time being.

- 3 new computers here and ready to be installed by Dick Lambert.

91 Nashua *The people's government made for the people, made by the people, and answerable to the people*

- Three Brothers Who Paint LLC was hired to paint 2nd floor apartment. The cost was \$1125. The unit is now rented
- The building is sinking, the piping is not. Wetherbee Plumbing has been called to come to advise how to fix the ongoing heating/circulation problems.

Other *A strong conviction that something must be done is the parent of many bad measures.*

- Monday, December 10, @ 6pm the library is scheduled to meet with the BOS for a year-end summary. Whichever trustees are available can attend while Michelle "wows" the board
- Wednesday, December 19 is a catered appreciation luncheon for the boards, commissions and volunteers of Milford. It will be held in the Town Banquet Hall; invitations are forthcoming.
- Friends of the Library: Trip to Orchard House scheduled for December 15, including a Colonial Tea afterwards. Limited to 15 people.
- Staff Holiday gifts will be given by Michelle to the staff
- Public Library Association biannual convention is in March in Minneapolis. Michelle has already made her reservation and reserved a hotel room. She would like Jo-Ann to go as well. She will have definite cost available for the next meeting for the trustees to consider.

Old Business *The past, at least, is secure*

- Long Range Plan: Goal 1 is done. Work continues.
- Budget - nothing new to report
- Policy revisions:
 - Computer and Internet Use Policy was approved unanimously by a motion from Tim, seconded by Mike.
 - Food in the Library policy was approved unanimously by a motion from Mike, seconded by Chris.
 - Solicitation and Sales on Library grounds Policy: tabled for further information gathering for the next meeting.

Adjournment *Wisdom begins at the end*

Meeting over at 9:30. Chris will bring pizza to the next meeting.

Minutes prepared by Chris Costantino, with assistance from Daniel Webster