

Wadleigh Memorial Library
Trustees Meeting
March 18th, 2008

Meeting was called to order at 7:30pm at Wadleigh Memorial Library.

Present: Sandra Hardy, Chair; Tim Barr; Mary Burdett ; Edith March; Sarah Sandhage; Mike Tule; Director, Michelle Sampson.

Minutes: The minutes as amended for the February 19, 2008 meeting were approved on a motion by Tim, seconded by Mary.

Treasurer's Report: Reviewed and accepted: will recheck items under adult services: need to show budget expenditure for acoustic café (\$500), therefore \$900 under adult services. NHPDIP sent letter re: our rate of interest in relations to affairs of nation. Reassuring us that our money is invested in government backed securities and therefore safe!!

Director's Report

Stats: Circulation

Circ through Feb	2007	2008	% Change
General Circ	32,995	36,462	10% increase
Downloadable Audio	212	207	2.3% decrease
Total Circ	33,207	36,669	10.4% increase

Stats: People Counter

People Counter	2007	2008	% Change
			2%
Through Feb	26,517	25,966	decrease

Stats: Public PCs: Through February 2008, we had **3649** logons to our public pcs

Wadleigh Memorial Library
Trustees Meeting
March 18th, 2008

Personnel

- Staffing
- Michelle will be leaving for Minneapolis this coming Monday for PLA . She will return to work on Monday, March 31st. Diana will be in charge while Michelle is away.
- Joanne has MD note excusing her for the next 4 weeks. On short term disability: town covers 2/3 of salary. Due to Joanne's absence, there are now staffing problems. Discussed possibility of using the other 1/3 of salary towards a part time ref librarian. Michelle will explore this issue further.

Facilities

- Water in the electrical room again—Joel purchased a sump pump (~\$130)—pump is working well.
- Building ballasts update: ballasts have arrived. We have to return the bad ballasts. We're awaiting Rick Blaise to install.
- Energy audit update: I've asked Rick Blaise to take a look at the energy audit proposal as he seems to think he could save us some money by doing small amounts of work at a time; he also thinks some of the recommendations might not give us huge amounts of savings and we would still need to replace in another 5 years (as we did with the first audit)..
- A small area of roofing seam material has come undone due to the ice. The "ice wire" he previously installed continues to work well.
- Still awaiting parts for the blower in the Children's Room. This is work from the HVAC upgrade that encountered problems due to faulty parts from the manufacturer. Other problems include faulty linkage in Tech Services (replaced); faulty controller in the meeting room (replaced). We still owe about \$8k which I'm not paying until work complete. Finance Dept is aware and has kept the 07 books open.
- Expansion tank in the boiler room—handles overflow of water when heat is added—been a problem since Joel has worked here. The problem: it overfills and causes a pressure buildup. Joel had JLawrence look at it, they fixed it, the problem is back. Has not been paid until problem fixed. Not a high priority at the moment now that warmer weather is coming.

91 Nashua: Stable

Other

- Challenges to materials: Michelle sent a letter to Mr. Wisniewski re: movie/DVD. This lead to a discussion of our Collection Development Policy. Decision made to further discuss and review.

**Wadleigh Memorial Library
Trustees Meeting
March 18th, 2008**

- Scholastic Book Fairs: Mary Beth asked if we could have a bookfair here as a fundraiser. Mike raised the question of how an event raising money fell under our room policy. Consensus: as long as it is for the benefit of the library, it is appropriate. Mary Beth would like to hold the bookfair in conjunction with the summer reading program.
- Reviewed long range goals: will revisit next meeting.
- Opening up requests: now able tot open up requests to any library in GMILCS from home.

New Business:

Election of officers:

Chair: Mary Burdett

Treasurer: Sandra Hardy

Secretary: Sarah Sandhage

Next meeting is April 15. Time change: 6:30 pizza, meeting at 7:00p.m.

Minutes prepared by Mary Burdett