

WADLEIGH MEMORIAL LIBRARY

TRUSTEES MEETING

NOVEMBER 18, 2008

Meeting was called to order at 7:00pm at Wadleigh Memorial Library.

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

Minutes: The minutes as amended for the October 28, 2008 meeting were approved on a motion by Chris, seconded by Sarah.

Treasurer's Report: Reviewed and accepted. Unanticipated income accepted by Trustees.

Director's Report:

Stats: Circulation

Circ through Oct.	2007	2008	% Change
General Circ	174,695	183,634	5.1 % increase
Downloadable Audio	1059	1180	11.4 % increase
Total Circ	175,754	184,814	5.2% increase

Stats: People Counter

People Counter	2007	2008	% Change
Through Oct.	153,359	147,286	4% decrease

Stats: Public PCs

Public PCs	2007	2008*	% Change
Through Oct	22,732	20,794	8.5% decrease

*Aug-Oct stats unavailable; I took the avg of Jan-Jul for each month.

Personnel

- Discussion about the likely need to hire a PT Library Assistant to cover Judy Hohenadel's hours once she cuts back January 1, 2009.
- Also discussion of the need to hire a Library Page in the next month or two.

Facilities

- Old furniture currently in storage: Michelle to contact Janet Langdell about approximate worth to determine if selling any of the pieces might be a worthwhile endeavor.

Systems

- New flat screen monitors have been purchased to replace some of the old monitors from public PCs. Michelle to contact town and school departments to see if there is need for any of the old monitors anywhere else in town.
- CybraryN issues have been resolved.
- Diana is exploring the possibility of moving to a server environment.

Programs

- Children's: Various holiday programs upcoming include music, crafts and a Preschool party
- YA: Cookie Exchange & Altered journal craft workshop; Gifts that won't break the bank
- \$5/bag book sale tentatively set for week of Dec 7th, 2008.

91 Nashua

- Tenant has moved out and Nancy Hubert is working on filling that vacancy.

Other

- Discussion of proposed warrant article to reinstate Friday afternoon hours. Motion to approve as written made by Sandra, seconded by Edith, all in favor.
- Policy review of Borrower cards & Circulation Policy- Michelle will revise for final review by Trustees.
- Discussion about Christmas gifts to staff

New Business

- Discussion of the highlights of the Rivier MBA students' presentation
- Granite sign replacement still on hold
- Discussion about the possibility of purchasing a CD/DVD repair machine- Michelle to investigate further

Meeting adjourned at 9:00 pm.

Next meeting of the Board of Library Trustees will be held Tuesday December 16th, 2008 at 7pm; pizza at 6:30 provided by Mary.

Minutes prepared by Sarah Sandhage.