

# WADLEIGH MEMORIAL LIBRARY

## TRUSTEES MEETING

MAY 19, 2009

A public hearing was held at 7:00 pm to accept a Keyes Fund donation of \$5000 to the library to be used for the purchase of Large Print books. The donation was formally accepted on a motion by Sarah, seconded by Edith, all in favor.

The Trustees meeting was then called to order at 7:05pm at Wadleigh Memorial Library.

Present: Tim Barr, Edith March, Kristie Popp, Sarah Sandhage, and Director, Michelle Sampson along with Tim Finan, BOS liason.

The minutes as amended for the April 21, 2009 meeting were approved on a motion by Edith, seconded by Tim, all in favor.

**Treasurer's Report:** Reviewed and accepted.

**Director's Report:**

Stats: Circulation

<b>Circ through Apr.</b>	<b>2008</b>	<b>2009</b>	<b>% Change</b>
General Circ	76,044	78,249	2.9 % increase
Downloadable Audio	425	643	51% increase
<b>Total Circ</b>	<b>76,469</b>	<b>78,892</b>	<b>3.17% increase</b>

Stats: People Counter

<b>People Counter</b>	<b>2008</b>	<b>2009</b>	<b>% Change</b>
<b>Through Apr.</b>	<b>57,535</b>	<b>59,601</b>	<b>3.6% increase</b>

Stats: Public PCs

<b>Public PCs</b>	<b>2008</b>	<b>2009</b>	<b>% Change</b>
<b>Through Apr.</b>	<b>8163</b>	<b>8595</b>	<b>5.3% increase</b>

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### Personnel

- Personnel manuals are being updated and distributed by Town Hall. Discussion of sick-time updates coming in 2010.
- New Friday afternoon hours have shown an average of nearly 200 people through the door between 1 and 5pm. New staff member in training will soon alleviate coverage issues.
- Diana LeBlanc & Katie Spofford are currently attending the NHLA Conference at Attitash.
- With budget time approaching, a big focus will be on potential to staff the Reference Desk and the Children's Room at all times.

### Facilities

- Joel Trafford is still waiting on quotes from area plumbing companies regarding main floor toilet repairs/replacements.
- Joel is also still waiting for quotes for replacement of the steel entry doors.
- All "panic alarms" in the library have been replaced and now signal directly to MACC Base.
- The fountain has been repaired and readied for the season.
- The Jordan Institute will be doing a "green building" walk-thru on June 4<sup>th</sup> at 10am; they will be preparing a proposal for the Library that will address ways for possible energy savings..

### Systems

- Michelle has been working with the Town's IT manager, Bruce Dickerson, on a few troubleshooting problems this month. The response time and resulting solutions to the problems have been very agreeable.
- June 10, 2009 there will be a software upgrade resulting in limited "in-house" services and no online services from home during the process.

### Upcoming Programs

- Children's: Summer Reading Program - Read to Feed
- YA: Teen Writing Club; Chicks with Sticks Book Club.
- Adult: Job Search networking meeting; Tri-Town Book Club sponsored by the New Hampshire Humanities Council - featuring women mystery writers & detectives.

### 91 Nashua St.

- No news

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**MAY 19, 2009**

Meeting adjourned at 8:02 pm.

Next meeting of the Board of Library Trustees will be held Tuesday June 16th, 2009 at 7pm;  
pizza at 6:30 provided by Tim Barr.

Minutes prepared by Sarah Sandhage.