

WADLEIGH MEMORIAL LIBRARY

TRUSTEES MEETING

JANUARY 19, 2010

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

Present: Tim Barr, Mary Burdett, Chris Costantino, Edith March, Kristie Popp, Sarah Sandhage, Mike Tule, and Tim Finan from the Board of Selectmen

The minutes as amended for the December 15, 2009 meeting were approved on a motion by Tim, seconded by Chris, all in favor.

Treasurer's Report reviewed and accepted

Director's Report

Stats: Circulation

Circ through DEC	2008	2009	% Change
General Circ	223,531	246,798	10.4% increase
Downloadable Audio	1402	1936	38 % increase
Total Circ	224,933	249,242	10.8% increase

Stats: People Counter

People Counter	2008	2009	% Change
Through DEC	178,763	193,087	8 % increase

Stats: Public PCs

Public PCs	2008	2009	% Change
Through DEC	25,160	27,435	9% increase

(Does not include use of wireless network)

Review of 2009 Wadleigh Statistics – Large increase in all areas (Circulation, Events, Program Participation)

Personnel

- Status Quo

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Facilities

- Rodent problem still exists but population is diminishing thanks to Joel Trafford's efforts. Signs have been posted throughout the library asking that no food be brought in with the exception of designated areas (meeting rooms). People are still eating throughout the library building and drinking at computers.
- "Food in Library" **new** policy reviewed and accepted with minor changes on a motion by Mike, seconded by Kristie, all in favor.

Systems

- New backup server and related required equipment has been installed by IT Consultant, also new router for public network has been installed
- Envisionware consultant to meet again with staff before "go live" date in late February, at which time the library will be closed during implementation. Public notification of date forthcoming.
- Steady State, Microsoft's free security software has been found to be compatible with the library system and will be installed in the near future.
- American Fire & Security (Jim Cavanaugh) will be installing a new downstairs alarm panel.

Programs: upcoming

- Children's: Valentine card-making, Feb. 6th & 7th; and regular storytimes
- YA: Teen Craft -Paper Lanterns, Jan 27th ; Chicks with Sticks book club, Feb. 4th
- Adult: Monday Computer Workshops ongoing (no workshop Feb 15th); AARP tax assistance begins Feb. 9th (every Tues & Thurs through April); Evening Book Group, Jan. 26th

91 Nashua

- Upstairs tenant have moved out, Joel will clean unit and is pursuing contractor quotes for kitchen floor replacement, Nancy Hubert is looking for another tenant.
- Downstairs tenant has been spoken to about late rent payment and trash/odor situation.

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New Business

- Sarah & Kristie attended the American Institute of Architects NH awards banquet at the NH Institute of Art on January 15th. All contestants from the Wadleigh design contest will meet with the Trustees on Jan. 27th, at 6pm for a design presentation.
- Mary & Chris attended the ALA Boston workshop on Jan. 15th.
- Mary & Chris' trustee terms are up in March. Filing dates for interested candidates are Jan. 20th -29th at Town Hall.

Meeting moved into executive session at 7:55pm to discuss Director's annual review, moved back into public session at 8pm to discuss rodent problem and 91 Nashua St. issues with Joel. End public meeting at 8:20pm and moved back into executive session until 9:15pm.

Town Deliberative Session is February 6th; Town Election is March 9th.

Meeting adjourned at 9:15pm. The next meeting of the Wadleigh Library Trustees will be held Tuesday, February 16th 2010 at 7pm. Pizza at 6:30pm provided by Michelle.

Meeting minutes submitted by Sarah Sandhage.