

WADLEIGH MEMORIAL LIBRARY

TRUSTEES MEETING

FEBRUARY 17, 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, Michelle Sampson, Library Director; Bill Parker from the CIP Committee and Tim Finan from the Board of Selectmen

Bill Parker explained the purpose of the CIP and the current placement of each particular departments' improvements/needs in the new (2010-2015) plan. He urged the Trustees and Director to meet with the BOS and the Facilities Committee regarding the more urgent need for the Library expansion. Michelle is scheduled to present the "State of the Library" to the BOS on Mar 8th already. Discussion about trustees attending (as per usual) to discuss the CIP.

The minutes as amended for the January 19, 2010 meeting were approved on a motion by Mary, seconded by Edith, all in favor.

Treasurer's Report reviewed and accepted

Director's Report

Stats: Circulation

Circ through JAN	2009	2010	% Change
General Circ	18,275	20,636	12.9 % increase
Downloadable Audio	165	172	4.24 % increase
Total Circ	18,440	20,808	12.8% increase

Stats: People Counter

People Counter	2009	2010	% Change
Through JAN	10,998	15,904	44.7 % increase

Stats: Public PCs

Public PCs	2009	2010	% Change
Through JAN	1854	2081	12.4% increase

(Does not include use of wireless network)

Personnel

- Status Quo

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Facilities

- Rodent problem is diminishing.
- New Food Policy revisited and tabled until next month when Mike is present.
- Parking lot is going to need resurfacing at the cost of approx. \$15K – possible warrant article for 2011
- Upstairs (Keyes Meeting Room) heating unit is not working. Joel Trafford is addressing the problem.

Systems

- IT consultant to begin Feb. 27th prepping Pc's for Envisionware install. Public Pc's will be down beginning Feb. 28th. Envisionware consultant to perform install March 1st (and 2nd if need be). Notices will be posted.

Programs: upcoming

- Children's: Special school vacation programs Feb. 22-26th; 5 year old Birthday club party on Mar. 7th
- YA: Olympians party Feb. 24th; Chicks with Sticks book club, Mar. 4th
- Adult: Many Faces of Facebook Feb. 22nd; Adventure Travels-Alaska Feb 24th; Big Read Kickoff Feb. 25th @ NH Supreme Court; AARP tax assistance (every Tues & Thurs through April); Acoustic Café Feb. 20th

91 Nashua

- Upstairs kitchen floor replacement and touch up painting nearly done, realtor is looking for another tenant.
- Downstairs tenant late again with rent payment .

Old Business

- Computer and Internet Policy update reviewed and accepted on a motion by Tim, seconded by Chris, all in favor.

New Business

- Library Expansion/Renovation discussed - Mary, Chris and Kristie plan to meet as part of new Library Expansion Steering Committee before the next Trustees meeting.

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Other

- Michelle and Cindy Mazza to attend PLA conference in Portland, OR Mar 23-29th
- CIP public hearing scheduled for Mar 2nd 6:30pm in BOS Room - trustees plan on attending to discuss the library's new placement (2015) on the CIP plan.
- Michelle invited any trustees who wish to, to attend the next Rotary Club meeting with her to familiarize themselves with their goings-on.

Meeting moved into executive session at 8:45pm to discuss Director's annual review, at which time Michelle excused herself from the room. Mary will meet with Michelle to go over review.

Meeting adjourned at 9:20pm. The next meeting of the Wadleigh Library Trustees will be held Tuesday, March 16th 2010 at 7pm. Pizza at 6:30pm provided by Tim.

Meeting minutes submitted by Sarah Sandhage.