

WADLEIGH MEMORIAL LIBRARY

TRUSTEES MEETING

April 26, 2011

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

Present: Tim Barr, Mary Burdett, Edith March, Kim Paul, Kristie Popp, Michelle Sampson, Director, Joel Trafford.

Minutes: The minutes as amended for the March 15, 2011 meeting were approved on a motion by Tim, seconded by Edith, all in favor.

Treasurer's Report: Reviewed and accepted.

Director's Report

Stats: Circulation

Circ through APR	2010	2011	% Change
General Circ	65,700	63,208	3.8% increase
Downloadable audio & ebooks	521	943	81% increase
Total Circ	66,221	64,151	3.13% decrease

Stats: People Counter

People Counter	2010	2011	% Change
Through APR	50,971	44,166	13.4% decrease*

*Newer/main entry people counter still appears to be off by at least 25%

Stats: Public PCs

Through APR	2010	2011	% Change
Wireless	n/a*	532	
Public PCs	6217	5017*	
Total through APR	6217	5549	10.7% decrease

*Wireless stats not gathered until July 2010

*1pc in teen area down last 8 weeks; 2 others in ref down 3-4 weeks

Gifts to the Library:

- AED unit to be purchased through gifts in honor of the memorial of Mr. Orsi. Michelle Sampson, Director, is working to purchase through proper state of NH channel.

Personnel:

- Michelle Sampson & staff reviewed performance evaluations.
- Wages for some employees now below beginning listed rate grade for the town of Milford. Trustees approved adjustment of the YA librarian to 19,670. Approved on a motion by Mary, seconded by Tim, approved by all trustees.
- Lucinda Mazza will resign on Tue., April 12. Lucinda will be the new director at the Hollis Social Library effective May 2 and the staff wishes her well!
- Amendments made to Reference & Adult Services job description to bring terminology up to date. Approved on a motion by Mary, seconded by Tim, approved by all trustees.
- Reference & Adult Services position has been posted via the NH State Library's website, various state library listservs (NH AIS, Hillstown Co-op, GMILCS, Urbans) as well as the Simmons Jobline (MA). Closing date is May 2.

Facilities/Collections:

- Future duct cleaning for the library facility to be planned for FY12. Joel Trafford seeking proposals in the coming months to prepare.
- Joel Trafford presented the issues facing the library facility perimeter foundation storm water drainage system. Joel, Jim Weatherbee and Brand Witfield inspected; found multiple issues with clogged pipes; potentially corroded permacode pipes; pipes do not reach street level; leeching field in the front of library property for storm water is clogged with silt. Estimate will be coming to repair storm water drainage to prevent further damage.

Systems:

- 2 public pcs down 2 months+ (1 in Ref; 1 in YA).
- The Town's IT department (Bruce Dickerson) has an IT vendor to assist him, of which the library will seek to utilize. Michelle & staff to re-evaluate after 3-6 months and see if the arrangement is adequately addressing our needs.
- MV Communications used to handle all GMILCS business as it pertained to ISPs, web hosting, emails, and colocation services. They've had to restructure and downsize and are now only hosting GMILCS libraries' staff email and websites; our ILS system servers and all else have been switched to G4 of Manchester. This was a sudden change and GMILCS was not given much notice; individual libraries, although also clients of MV, were given no notification whatsoever. It's unclear how long email and website hosting will continue through MV. They're working with G4 so that all libraries can retain their IP addresses. G4 will be coming this week to install a new point-to-point line which will replace the old MV lines & give us twice our current speed on the staff side of things (Comcast provides the free internet service for our public pcs). Once the new line is in place, Atrion will be simplifying our routing with a new router.

Note: G4 is not an ISP but a telecommunications company and thus has contract language much different from MV's. There was some concern on the GMILCS Board level that the de facto contract language would be in blatant violation of NH RSAs governing patron confidentiality. GMILC staff proposed additional language to the contract to address the issue and G4 agreed to the additional language.

Programs:

- Final Acoustic Café of the season held on Apr 16.
- Short course on Islam for Non-Muslims (Mar 29): had to turn people away. There was some controversy over some members of the audience. Hoping to have the speaker return in the fall.
- **Children's:** Various programs for school vacation week including Lego Block Party (Apr 27); Family bingo (Apr 28). Regularly scheduled storytimes for all ages resume next week. Paws to Read (May 14).
- **YA:** Chicks with Sticks Book Club reads *Nature of Jade* by Caletti (May 5); Animanga Club (May 10); Teen gaming (May 11); Teen writing club (May 12); Pizza & Pages Book Club reads *A Wrinkle in Time* by L'Engle (May 19).
- **Adult:** Gardening for Small Spaces—3 part series on 4th Tue (Apr 26 & May 24); AARP Low Income Property Tax Rebate Assistance (May 3 & 10); Motorcycling from NH to the tip of South America (May 10); Morning Book Group to read *Elephant Keeper* by Nicholson (May 12); Mondays: pc basics, rotating topics.

91 Nashua:

- Seeking salvage company estimates; in the process of getting quotes for demo and associated hazmat testing.

29 Nashua potential real estate status:

- Owner did not accept bid. Trustees have decided to stop the pursuit to acquire the property. Property asking price is well over the appraisal.

Other

- NHLTA conference on May 9, three trustees are registered to attend.

Meeting adjourned at 9:00 pm.

Next meeting of the Board of Library Trustees will be held Tuesday, May 17, 2011 at 7pm; pizza at 6:30 provided by Mike.

Minutes prepared by Kristie Popp.