

Wadleigh Memorial Library Trustees Meeting
August 16, 2011

Present: *He who has never failed somewhere, that man cannot be great*

Mary Burdett, Chair; Tim Barr, Chris Costantino, Edith March, Kim Paul, Kristy Popp, Sarah Sandhage. Michelle Sampson, Director. Tim Finan, BOS representative

July Minutes - *Toil is man's allotment; toil of brain, or toil of hands, or a grief that's more than either, the grief and sin of idleness.*
Minutes accepted.

Treasurer's report — *A smile is the chosen vehicle of all ambiguities*

Reviewed and accepted

Director's report *Faith, like a jackal, feeds among the tombs, and even from these dead doubts she gathers her most vital hope.*

Stats: Circulation

Circ through MAY	2010	2011	% Change
General Circ	157,201	147,256	6.3% decrease
Downloadable audio & ebooks	1341	2199	64% increase
Total Circ	158,542	149,455	5.7% decrease

Stats: People Counter

People Counter	2010	2011	% Change
Through MAY	112,777	94,919	15.8% decrease*

Stats: Public PCs

Through MAY	2010	2011	% Change
Wireless	n/a*	1153	
Public PCs	14,627	12,017	
Total through MAY	14,627	11,349	17.8% decrease

Personnel — *There are some enterprises in which a careful disorderliness is the true method.*

- With the unanimous approval of the trustees, Michelle will hire Ceilidh McKillop, Michelle Sprague and Kylie Hargrove as Library Pages at \$8.04/hr (\$8.85) on Sundays

Facilities/Collections - *To know how to grow old is the master work of wisdom, and one of the most difficult chapters in the great art of living.*

- 91 Nashua Street
 - a. Envirovantage submitted an estimate of \$8750 for the hazardous material removal.
 - b. Trustees are uncertain of the sequence of events for the demolition of 91 Nashua Street, so Mary will consult with Joel Trafford about having someone from Leighton White Construction attend the next meeting.
- Jim Wetherbee submitted the final bill of \$7600 for the stormwater/drainage pipe project. There was no flooding in the basement after recent hard rains, so the repair seems to have solved our drainage problems.
- Van Service has been severely reduced due to budget cuts at the State Library level. Chris will contact Michael York, State Librarian, and Van McLeod, Commissioner, for further information. Chris will draft a letter to any and all concerned about the loss of van service.
- Tim would like to find a use for the basement storage area now that the water problems have been solved. What is being stored there needs to either be tossed or stored in the annex. This room could be meeting/study space.

Systems — *We cannot live only for ourselves. A thousand fibers connect us with our fellow men.*

- Polaris will be undergoing maintenance/upgrade on Wednesday, August 24th. The library will be down in the morning, but should be back up and running by 1:00. There will be signs notifying the public.
- One of the PC's in the teen area was down and had to be rebuilt. Town IT Director Bruce Dickerson was able to get the pc working again.

Other – *Toil is man's allotment; toil of brain, or toil of hands, or a grief that's more than either, the grief and sin of idleness.*

- Friends meet August 24th @ 7pm
- Semi-annual report to the BOS is Monday Aug. 22nd at 5:30.
- Regional Meeting of Library Trustees September 15 at 7:00 at Wadleigh Memorial Library.

Renovation/Expansion Planning *Truth uncompromisingly told will always have its ragged edges*

The trustees reviewed the slides prepared by Tim, Mary and Michelle for the August 17 presentation to the Capital Improvements Plan Committee and discussed general strategy for the presentation.

Long Range Plan – *It is not down in any map; true places never are*

Staff will be meeting September 9 at 9:00. Mary will try to be there or have another trustee available.

2011 Budget – *Truth is in things, and not in words.*

Guy Scaiffe, Town Administrator, requested that the trustees make some cuts in the remaining year's budget to help the town reduce costs due to loss of revenue from the state. After discussion, the following cuts were made:

- Line item 43002-539100 Staff Development: \$750
- Line item 43002-558100 Travel & Mileage: \$1000
- Line item 43002-574020 Computers & Peripherals \$3500
- Line item 43002-57400 Machinery & Equipment (i.e. phone system): \$6000
- Grand total: \$11,250
- Line item 43002-531200 (Software/PC Support): There is approximately \$2500 left in this line. The town hasn't billed the library for Bruce Dickerson's time spent on library IT issues to date. If the town forgoes billing his time this year, it's an additional \$2500 for a grand total of \$13,750.
 - * *These numbers are from a follow-up email from Michelle which more accurately reflects the necessary cuts than what the trustees created at this meeting. The total cut is the same.*

Meeting adjourned at 8:45 *I am, as I am; whether hideous, or handsome, depends upon who is made judge.*

Next meeting is September 20, 2011. Chris will bring pizza.