

WADLEIGH MEMORIAL LIBRARY

TRUSTEES MEETING

SEPTEMBER 13, 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, Sarah Sandhage, Mike Tule, Michelle Sampson, Library Director; Joel Trafford, Facilities; Tim Clark (?) and Dale White from Leighton A. White, Inc.

Lengthy discussion regarding hazardous materials removal and demolition of 91 Nashua Street property. Envirovantage's report explains in depth the existing hazardous materials on the sight. The Board would like to begin the work right away. Joel will contact them immediately, along with Milford Wastewater to begin the process. Dale White and Tim Clark discussed the demolition process and the resulting green space and how it will look. The granite from the building will be saved for landscaping purposes. Ciardelli Fuel will remove the oil tank for free as a courtesy to the library per D. White. L. White, Inc. should be ready to begin their portion of the work by mid-October. Motion made by Mary, seconded by Sarah to engage the services of Envirovantage and Leighton A. White, Inc., all in favor.

The minutes as amended for the August 16, 2010 meeting were approved on a motion by Tim, seconded by Mary, all in favor.

Treasurer's Report reviewed and accepted. Michelle has been authorized and directed to reinvest the income gained in the Trustees of Trust Funds account. Monies for the abatement and demolition of the 91 Nashua Street property will come from the library's "NHPDIP" account.

Director's Report

Stats: Circulation

Circ through AUG	2010	2011	% Change
General Circ	181,821	171,111	5.9 % decrease
Downloadable audio & ebooks	1600	2521	57.5 % increase
Total Circ	183,421	173,632	5.3% decrease

Stats: People Counter

People Counter	2010	2011	% Change
Through AUG	131,266	108,301	17.5 % decrease

Stats: Public PCs

Through AUG	2010	2011	% Change
Wireless	344*	1328	
Public PCs	16,799	13,941	
Total through AUG	17,143	15,269	10.9 % decrease

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Personnel

- Mary Beth Choquette, Head of Children's Services and Joan Bajek, Children's Library Assistant, have announced they will retire at the end of this year. Job descriptions are being updated and Michelle will begin advertising for Mary Beth's position by the end of the month. Michelle is looking at the possibility of hiring (2) part time replacements for Joan's position, which could add more total hours per week.

Facilities/Collections

- Joel asked for and got the green light to have DPW pave the front walkway (dug up for drainage issue over the summer) and the walkway to the rear main entrance.
- Lengthy discussion regarding the State Library cuts to van service. Before the Trustees get involved with composing a letter, they have instructed Michelle to gather data about the number of patron complaints and the average time it is taking to get books in once requested.
 - Mike wants to know who the lobbyist is and what they are doing about the cuts.
 - Sarah wants to know if there is a possibility of local libraries combining shipments and beginning their own delivery service on a schedule.

Systems

- Status quo

Programs

- **Children's:** Regular storytimes for all age groups resumed Sept 12.
- **YA:** Pizza & Pages Book Club reads *The Cabinet of Wonders* by Marie Rutkoski (Sep 15); Teen Craft: **Play-Doh & Moon Sand (Sep 20)**; Chicks with Sticks Book Club reads *Ship Breaker* by Paolo Bacigalupi (Oct 6); Anime Club (Oct 11); Wii Wednesday (Oct 12); Teen Writing Club (Oct 13);
- **Adult: Children's and Parents' Rights Under the Special Education Law (Sept 21)**; "Knit 1, Crochet too" group 2nd & 4th Monday nights of each month beginning Sept 26; Evening Book Group reads McBride's *Song Yet Sung*; NH Towns in the Civil War—a NHHC grant-funded program (Oct 11).
- **September Project Series:** adult programs were a huge success; teen art contest & children's dept effort to collect donations for a Milford marine—not as successful.

Other

- Friends scheduled to meet September 28th @ 7pm.
- Library Development Fund to meet Tuesday, September 27th @ 7pm.
- Michelle to attend the NELA Conference Oct. 2-4th, in Burlington VT.
- NHLA Reads Fall Conference to be held Oct. 7th in Concord. Katie Spofford and Kim Gabert to attend.
- Michelle has been subpoenaed for the theft of the change jar from the Circulation desk.
- Regional libraries trustees meeting will be held at the Wadleigh on Sept. 29th at 7pm.

Meeting adjourned at 9:00pm. The next meeting of the Wadleigh Library Trustees will be held Tuesday, October 18th 2010 at 7pm. Pizza at 6:30pm provided by Chris. Meeting minutes submitted by Sarah Sandhage.