

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

**Present:** *The reading of all good books is like a conversation with the finest minds of past centuries.*

Mary Burdett, Chair; Chris Costantino, Deborah Faucher, Jennifer Hansen, Kim Paul (treasurer), Sarah Sandhage, Mike Tule. Michelle Sampson, Library Director. Joel Trafford, facilities manager. Tim Finan, BOS representative. Guest: Randi Malcuit

**Minutes:** *I think; therefore I am.*

Approved as submitted

**Treasurer's Report:** *It is not enough to have a good mind; the main thing is to use it well.*

- Approved as presented.
- There was a motion presented by Kim, seconded by Mary, approved by all, to accept the gift of the oak table and chairs which have been placed in the NH Room.

**Stats: Circulation**

<b>Circ through FEB</b>	<b>2011</b>	<b>2012</b>	<b>% Change</b>
General Circ	40,420	39,365	2.6 % decrease
Downloadable audio & ebooks	614	924	50.5 % increase
<b>Total Circ</b>	<b>41,034</b>	<b>40,289</b>	<b>1.8 % decrease</b>

**Stats: People Counter**

<b>People Counter</b>	<b>2011</b>	<b>2012</b>	<b>% Change</b>
<b>Through FEB</b>	<b>29,236</b>	<b>25,088</b>	<b>14.2 % decrease</b>

**Stats: Public PCs**

<b>Through FEB</b>	<b>2011</b>	<b>2012</b>	<b>% Change</b>
Wireless	<b>373</b>	424	
Public PCs	<b>3140*</b>	3326	
<b>Total through FEB</b>	<b>3513</b>	<b>3750</b>	<b>6.7 % increase</b>

**Personnel:** *An optimist may see a light where there is none, but why must the pessimist always run to blow it out?*

- Michelle will be meeting with staff for their reviews

**Facilities/Collections:** *Divide each difficulty into as many parts as is feasible and necessary to resolve it.*

- Joel presented two quotes for repaving the parking lot.; Thibideau quoted \$53,000 and Big Dawg quoted \$94,000. There was discussion about the timing – would the money spent be wasted when the parking area is damaged and then reconfigured after the future renovation. It also makes sense to have a stormwater plan in place before paving due to upcoming EPA regulations. Joel recommends that the trustees hire a civil engineer to take a look at the site. Is the town responsible for the cost of the paving? Chris will learn if Impact Fees can be used to hire a civil engineer to design a stormwater plan that will handle future loads of an expanded building.
- Library lighting: Rick Blase, local electrical contractor, is looking into pricing and whether the chronic voltage fluctuations will affect the LED drivers. An energy audit was last done in 2002.
- Michelle will contact Roberta Woolfson, who painted the mural about 20 years ago, before Joel has the atrium repainted.

- Michelle reported that there is a new ebook provider, 3M, to compete with Overdrive. This company offers the same service but integrates through Polaris. 3M has been able to negotiate a contract with the 6 largest publishers, so there will be more books available to libraries. 3M is gradually expanding their service. Michelle will keep the trustees updated. She will talk to the Bow library to find out how they are supplementing the State Library ebook collection.
- More discussion about van service cuts. The GMILCS libraries are covering the reduced service by hiring a private courier which costs about \$250/day/run. GMILCS will be meeting on March 22 to discuss possible solutions to future proposed cuts to the van service. The trustees requested that Michelle determine:
  1. How long does it take for a book to arrive
  2. How many complaints are received from patrons
  3. How much will it cost for WML to hire a courier to supplement the state van service

**Systems** *Whenever anyone has offended me, I try to raise my soul so high that the offense cannot reach it.*

- One new pc has been set up with all Windows updates; still need to install Office 2010, Envisionware and miscellaneous additional software (Adobe, etc) before ghosting the pc and replicating it to the other four new pcs. There is a link to download Centurion Guard on all library pcs.
- Once new pcs are up and running, 8 Reference pcs will be upgraded to Windows 7 so all public pcs will be on the same OS.
- B. Dickerson, town IT director, is planning to come to the library this week to work on the new pcs.
- Phone system—B. Dickerson has advised the project to be completed in March/April.

**Of Interest** *Except our own thoughts, there is nothing absolutely in our power.*

- Friends of the Library are meeting on March 28
- Annual report to the New Hampshire State Library due April 6
- Michelle will send a report of her time spent at PLA; but in summary, the experience was valuable. She told the trustees that some libraries are embedding library staff at various community events or meetings to both learn what residents need, and to inform them of what the library can do to assist their efforts.

**Ongoing Discussions:** *You just keep pushing. You just keep pushing. I made every mistake that could be made. But I just kept pushing..*

- Social media policy – Chris will research the need for a social media policy.
- Long Range Plan –many surveys were completed at the town voting and more continue to be dropped off or completed online. Michelle will continue the online survey through mid April.
- Fundraising
  - Mary wasn't able to contact the donor about the Red Sox tickets; she will have information for the next meeting.
  - Michelle will report what has been done toward fulfilling the Senior Grant conditions at the next meeting.
- Election of Officers for 2012
  - Mary will continue as Chair – THANK YOU, Mary!
  - Kim will continue as Treasurer – THANK YOU, Kim!
  - Chris and Sarah will continue to co-Secretary – THANK YOU, Sarah!

**Meeting Adjourned at 8:30** *In order to improve the mind, we ought less to learn, than to contemplate.*

**Next meeting:** April 17, 2012 - food at 6:30; meeting at 7:00 . Sarah will circulate the 2012 pizza list.