

WADLEIGH MEMORIAL LIBRARY

TRUSTEES MEETING

APRIL 17, 2012

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

Present: Mary Burdett, Chris Costantino, Deborah Faucher, Jennifer Hansen, Kim Paul, Sarah Sandhage, Mike Tule, Michelle Sampson, Library Director; Joel Trafford, Facilities; and Tim Finan, Board of Selectmen

The minutes for the March 2012 meeting were approved on a motion by Sarah, seconded by Mary, all in favor.

Treasurer's Report reviewed and accepted.

Director's Report

Stats: Circulation

Circ through MAR	2011	2012	% Change
General Circ	63,208	60,434	4.4 % decrease
Downloadable audiobks	648	707	9.1 % increase
Downloadable ebooks	295	681	130.9 % increase
Total Circ	64,151	61,822	3.6 % decrease

Stats: People Counter

People Counter	2011	2012	% Change
Through MAR	44,166	38,189	13.5 % decrease

Stats: Public PCs

Through MAR	2011	2012	% Change
Wireless	532	725	36.3% increase
Public PCs	5017	5083	1.3% increase
Total through MAR	5549	5808	4.7 % increase

Personnel

- Monthly staff meeting to be held Thursday, April 19th.

Facilities/Collections:

- Joel working on trying to get prices from electricians for light ballast work. Old ballasts are failing in rapid succession so an alternative is sought.
- Joel reported on findings for various driveway/parking lot materials for when the time comes to redo the parking lot. Surface is buckling and holding water that freezes in winter and can become a safety issue. Pervious concrete and pervious asphalt are two materials being considered. An engineer's opinion and/or

study will be necessary when we move forward. The project will entail the construction of a leech field as well for water distribution.

- Michelle to consult with Letty regarding her plans (if any) for the Children's room entrance wall, since it is to be painted over after which we will consider hiring Roberta Woolfson again to create another mural when the painting project is complete.

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Systems:

- Due to an unexpected network problem last week the new PCs are not yet online. One is nearly ready to be put in place and tested with Envisionware & Centurion Guard. Once done, four more will be replicated and then the other 8 Reference PCs can be upgraded to Windows 7 and protected by Centurion Guard.
- Phone system—town's IT Director has ordered all of the equipment/licenses and is projecting to have the new system in place by May/June. Finally!

Programs:

- **Children's:** Regularly scheduled storytimes for all ages with the exception of April Vacation Week's special programming; Spanish Storytime (Apr 23); Lego Party (Apr 23); Luau Party (Apr 25); Movie Matinee (Apr 26); Roald Dahl Jeopardy (Apr 26); PAWS to Read (May 12).
- **YA:** Pizza & Pages Book Club reads Riordan's *The Lost Hero* (Apr 19); Chicks with Sticks Book Club reads Anderson's *Wintergirls* (May 3); Teen Craft: Mini Pinatas (May 4); Anime Club (May 8); Wii Wednesday (May 9); Teen Writing Club (May 10).
- **Adult:** AARP Tax Assistance Tue & Thur through April; "Knit 1, Crochet 2" group 1st & 4th Monday nights of each month; last Acoustic Café of the season: String Benders (Apr 21); Evening Book Group reads Simonson's *Major Pettigrew's Last Stand* (Apr 24); Morning Book Group reads Russell's *Doc* (May 10).

NHSL cuts to van service: update

- Effective April 9, the NHSL cut van service to GMILCS libraries another 50%.
- GMILCS has again hired a courier to begin this week and run through the end of June to cover the backlog. The courier would come once a week to pick up and deliver the materials among the libraries. The total cost was not to exceed \$3000 and is to be divided among the individual public libraries (approximately \$250-\$300 each total for that time period).
- We are estimating we'll have 12 bags for the courier to pick up this Wednesday.

Other

- **Community survey:** 606 responses received (!). 80% of survey respondents said the #1 online service they use/like is the ability to place requests/holds online; #2 was ebooks/downloadable audiobooks. The survey ended April 15th and the staff is still in the process of collating data.
- **Seniors Grant:** since all 3 facilities in town (Ledgewood Assisted Living, Crestwood and Harborside Nursing Homes) indicated a need for large print books, Kim Gabert and Michelle are planning on instituting a rotating collection of 50 titles per facility (purchase new titles and supplement from our current collection of 3000+ titles) and rotating them every 3-4 months. To that end, we've begun purchasing large print titles. At least 2 facilities also expressed an interest in "Bi-folkal kits" to encourage group discussion and reach

Alzheimer's patients who may not be able to read. We've ordered 1 kit per facility which will rotate among all three.

- **Purchasing additional e-book content:** Instead of using Overdrive for ebook circulation, GMILCS has committed \$12,000 for the cost of the first year for the 3M ebook platform and purchase of the Polaris API (Application Programming Interface). The module will not be ready to be implemented until late summer/early fall. This module will be much more user-friendly and instead of directing our patrons away from our catalog/website to search for and checkout ebooks (as Overdrive does), 3M will be completely integrated with our ILS (Polaris)...meaning you search for and checkout ebooks all from the catalog. Notification of holds will also be as it is with any other library format and we'll also be able to get our statistics in the same way we get them for all other formats.
- Downloadable audio & ebooks circulation is growing at a rapid rate and already accounts for 2.18% of 2012's overall circulation.
- Trustees Conference is May 21st. Tell Michelle by April 25th if you will be attending.

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- Anonymous Donor has given (4) Red Sox Dream Night at Fenway tickets (August 24th game) to the library to be used as a fundraiser, proceeds to be used as the Board sees fit. \$10/ticket. Jen to check with her husband regarding printing prices for tickets. Mary waiting to receive brochure explaining details before we begin advertising.
- **Friends of the Library** meet April 25.
- Update to the Board of Selectmen June 11th.
- **Quilt raffle:** Book-themed quilt made and donated by staffer Lexi Galica-Cohen. \$3/ticket (available at circulation desk), proceeds to benefit library. Drawing to take place by Mother's Day.

Meeting adjourned at 8:20pm. The next meeting of the Wadleigh Memorial Library Trustees will be held Tuesday, May 16th 2012 at 7pm. Pizza at 6:30pm provided by Mary. Meeting minutes submitted by Sarah Sandhage.