

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

Present: *Always forgive your enemies; nothing annoys them so much.*

Mary Burdett, Chair; Chris Costantino, Deborah Faucher, Jennifer Hansen, Kim Paul, Sarah Sandhage, Mike Tule. Michelle Sampson, Library Director. Tim Finan, BOS Representative

Minutes: *Some cause happiness wherever they go; others whenever they go*

Approved as submitted on a motion by Jen and seconded by Deb. Unanimous

Treasurer's Report: *Arguments are to be avoided; they are always vulgar and often convincing.*

Approved as presented.

Stats: Circulation

Circ through SEP	2011	2012	% Change
General Circ	191,262	185,527	3 % decrease
Downloadable audiobks	2013	1852	8 % decrease
Downloadable ebooks	781	2191	181 % increase
Total Circ	194,056	189,570	2.3 % decrease

Stats: People Counter

People Counter	2011	2012	% Change
Through SEP	119,911	109,672	8.5 % decrease

Stats: Public PCs

Through SEP	2011	2012	% Change
Wireless	1494	2047	37% increase
Public PCs	15,854	14,846*	6.4% decrease
Total through SEP	17,348	16,893	2.6% decrease

*3pcs down 2 months in 2011; 2pcs down 4 months in 2012

Personnel: *Morality, like art, means drawing a line someplace.*

- Holiday schedule: **BOS approved town office shutdowns for Mon Dec 24 and Mon Dec 31. All employees MUST charge time to vacation/personal/floating holiday. Payroll will be due the Fri before (Dec 28).
- Staff meeting held October 11. Michelle will look into having an in-service day on President's Day 2013. This is day that the public thinks the library is closed and kids are in school.

Facilities/Collections: *The old believe everything, the middle-aged suspect everything, and the young know everything.*

- Rika Smith McNally, professional conservator, was on site for assessment of the fountain on October 1st. Awaiting report.
- Flag pole—waiting on 1 more quote for flag pole replacement.
- Children's Room:
 - Installed alarms on exit doors in and right outside Children's Room
 - Running new electric and data wiring for new pc desks underneath the mural. Also installing a few more lights to better illuminate a few dead areas along the room's perimeter (Oct 23-24). Room will need to be closed during work.
 - Tentative date for new furniture installation: November 12, 13, 14. Building is already closed for Veterans' Day so no need to shut down Children's Room. Install should only take 1 day but we may be closed for the following day to try and reassemble the room.

Systems *Wisdom comes with winters.*

- Upcoming downtime on October 24th as we upgrade to Polaris 4.1. 3M module for ebooks delayed until mid-November.
- Re phone system upgrade: Town IT Director Bruce Dickerson talked to GovConnection about their Cisco certified technician. He is booked out for 2 months. They advised it would be faster to upgrade

our Cisco support level on the router; the added cost will allow for support help directly from Cisco. He provided GovConnection with the router serial number; they work directly with Cisco and will provide a quote and handle the upgraded service contract. Michelle will check with Bruce to understand why we need an upgraded service contract. We should have the same one as the town – she will check to see if we are covered under the town's contract.

- Re pcs:
 - The 4 Teen public PC's and the children's room PC have been upgraded to the new Dell Optiplex 390 PC's running Windows 7.
 - The 8 Reference area public PC's that were running Windows XP have all been reloaded and are now running Windows 7.
 - All 13 of the public PC's are now up and running. They are also utilizing the new Centurion Guard, system "protection" software that replaced the phased out, Microsoft SteadyState.
 - Joe from Microtime computers has worked out nicely and been a big help in this process. He also figured out there was a Comcast wiring problem that caused public network slowdowns on rainy days. He called in Comcast and had them fix the faulty wiring on the street utility pole in front of the library.

Of Interest: *Suffering is one very long moment. We cannot divide it by seasons.*

- Souhegan Valley Expo: Thursday, October 18 @ the Hampshire Dome.
- Acoustic Café season opener—"Two Old Friends"—Saturday, October 20 @ 7:30pm. Need baked goods and set up (4:30pm)/breakdown (8:45pm) assistance!
- WML Development Fund—Tuesday, October 23 @ 7pm.
- Friends of the Library to meet October 24 @ 7pm.
- Semi-annual BOS departmental update scheduled for Monday, December 10. Time TBD.

Ongoing Discussions: *Experience is the name everyone gives to their mistakes.*

Earth Quake at 7:10. It was felt by all present – water quavering in glasses etc. It was 4.6 located about 5 miles west of Portland Maine.

- Facilities Committee update – both meetings with the new Facilities Committee went well. The next meeting will be 10/17/12 at the BOS meeting room at 6:30. Chris, Sarah, Kim and Michelle will be there. Jen will try to attend. Discussion about the relationship between the Trustees and the Facilities Committee. There is an acknowledgement that the FacCom will study the plan that the Trustees have put together, but that the FacCom may want to redo some of the work. There may be another idea generated by this new look at the existing data from several new pairs of eyes.
- Professional Fundraiser – Michelle will call Greg Palmer, who is the Director of Development Operations at New England College. He may be interested in advising the trustees as they go about fundraising for the renovation/expansion project. Mary suggested that he attend our next work session
- Steering Committee work session is set for October 30 at 7:00 at the library. Michelle will set up a room and invite Greg Palmer to attend.

Meeting adjourned at 8:05 – go Mary!!! *I can resist anything but temptation.*

Next meeting – November 20. Mike has pizza duty. He will only be getting 2 pizzas unless he hears otherwise.

Chris has December pizza

Minutes prepared by Chris Costantino with assistance from Oscar Wilde (10-16-1854)