

Wadleigh Memorial Library  
Meeting Minutes  
May 21, 2013

Present: Chris Constantino, Deb Faucher, Sarah Sandhage, Jen Hansen, Kim Paul, Michelle Sampson, Mike Tule

The meeting was called to order at 7:03 p.m.

Last month's minutes were approved (Mike made first motion, and Sarah seconded). All voted in favor of accepting the minutes as presented.

Treasurer's Report: Deb presented her report.

Director's Report: Michelle presented her report (see below):

**DIRECTOR'S REPORT**

**Director's Report**

**Stats: Circulation**

<b>Circ through APR</b>	<b>2012</b>	<b>2013</b>	<b>% Change</b>
General Circ	80,234	78,539	2.1 % decrease
Downloadable audiobks	927	755	18.5 % decrease
Downloadable ebooks	906	1403	54.9% increase
<b>Total Circ</b>	<b>82,067</b>	<b>80,697</b>	<b>1.7 % decrease</b>

**Stats: People Counter**

<b>People Counter</b>	<b>2012</b>	<b>2013</b>	<b>% Change</b>
<b>Through APR</b>	<b>50,306</b>	<b>47,938</b>	<b>4.7 % decrease</b>

**Stats: Public PCs**

<b>Through APR</b>	<b>2012</b>	<b>2013</b>	<b>% Change</b>
Wireless	970	-	
Public PCs	6919	5666	18.1% decrease
<b>Total through APR</b>	<b>7889</b>	<b>5666</b>	

**Personnel**

- Staff meeting tentatively scheduled for Thursday, June 13. Department head meeting had to be cancelled due to multiple scheduling conflicts. New date TBD.

**Facilities/Collections:**

- New flagpole has arrived and been installed. Still awaiting granite slab and plaque. Unveiling will likely occur in mid-June. Flag to be up during Memorial Day holiday and then taken down again until the unveiling.

- Fountain: awaiting report from conservators. Given the Memorial Day holiday, I wrote my monthly column in the *Cabinet* on the Fountain and Facilities Manager Joel Trafford fielded a few phone calls from people willing to help.
- Re Children's Room chairs: replacement chairs arrived May 15.
- Installation of new book drop and repaving of walkway still tentatively scheduled for the first week in June.

#### Systems:

- Dell fixed the Children's room pc—replaced both the power supply and the motherboard.
- Public fax is up and running and being used on a near daily basis.
- Town IT Director Bruce Dickerson still working on the best solution for tracking statistics/use of our wireless network.
- New Microtime employee (Randy) started last week. He is more Windows PC/Desktop/App oriented than David (Networks/System software). Bruce introduced Randy into the Library environment and Randy worked on the GFI issues still outstanding. Randy & David will be alternating weeks with us going forward.
- Bruce fixed the Ref 4 public PC and it is now operating normally.
- The Teen-4 public PC has printing issues ; Randy to work on it.
- Randy also will be working on replacing a staff pc sometime this week.

#### Programs: Check the calendar for last minute changes or additions. A sample of what's coming:

- **Children's:** Regularly scheduled storytimes and baby lapsits; Summer Reading kicks off on June 21—theme for Children's is "Dig into Reading."
- **YA:** Dr. Who Fan Club (June 4); Chicks with Sticks Book Club reads Selfor's *Sweetest Spell* (June 6); Anime Club (June 11); Gaming (June 12); Pizza & Pages Book Club reads McMann's *The Unwants* (June 20). Summer Reading theme: "Beneath the Surface."
- **Adult:** Knit 1, Crochet 2 meets 1<sup>st</sup> & 3<sup>rd</sup> Mondays of each month; Spanish Conversation Group meets each Tuesday; Weeks Act of 1911 re Conservation (May 22); Evening Book Group reads McLain's *Paris Wife* (May 28); Work of 1000 re Nashua River (June 12). Summer Reading theme: "Groundbreaking Reads." Had an impromptu live-stream program co-sponsored by Toadstool Books on May 15 in re Dan Brown's new book *Inferno*. Huge success on only one week's notice!

#### Other

- Patron issue-update.
- I will be out of state on Thur., May 23 through Mon., May 27. Joel Trafford out on vacation all next week.

We discussed the new Mission Statement and Vision Statements. After discussion, these read as follows:

**Mission Statement:** The Wadleigh Memorial Library is the educational, cultural, technological and social center supporting lifelong learning and improving quality of life by connecting the community to resources and services.

#### Vision Statements:

The Library will be:

- a place which is accessible to all, welcoming, visually stimulating, transformative, comfortable and showcases the vibrant sense of community
- a place for community members to gather; to learn; to socialize – a literal and figurative center for the community
- an institution that supports and partners with the town, community organizations, non-profits and small businesses

- a community resource that is not defined by its four walls but performs outreach and brings diverse groups of people together through common goals and interests.

After discussing these changes, all voted in favor of adopting the new Mission Statement and Vision Statements (Chris made the first motion, and Jen seconded).

Sarah, Kim and Chris talked about the Trustee conference that they recently attended.

Megan Lydon and Scott Cornett joined our meeting from the CFC. We discussed what our next steps need to be regarding the addition. We do not need to resubmit our charge to the CFC. We reported to Megan and Scott that we completed our Strategic Planning sessions. Megan and Scott suggested that we make a final decision as to which plan we want to proceed with. Kim will call the architects to see how they will help us moving forward.

Fundraiser: We decided to put Greg Palmer's efforts on hold for the time being.

Our meeting ended at 9:05 p.m.

Next meeting is scheduled for June 18<sup>th</sup> at 7:00 p.m. Michelle will bring pizza.

Respectfully submitted,

Jennifer Hansen  
Secretary