

Wadleigh Memorial Library

Trustee Meeting Minutes

December 16, 2014

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

The meeting was called to order at 7:00 p.m.

We approved the minutes from last month's meeting (Deb made first motion, Chris made second motion and all voted in favor.)

Deb presented her Treasurer's Report. We approved the gifts for the month (Jen made first motion, Kim made second motion and all voted in favor.)

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

DIRECTOR'S REPORT
FOR TRUSTEE'S MEETING:
DECEMBER 16th, 2014

Stats: Circulation

Circ through NOV	2013	2014	% Change
General Circ	219,081	210,009	4.1 % decrease
Downloadable audiobooks	2318	3126	35 % increase
Downloadable ebooks	4528	5948	31.4 % increase
Total Circ	225,927	219,083	3 % decrease

Stats: People Counter

People Counter	2013	2014	% Change
Through NOV	127,422	116,905	8.25 % decrease

Stats: Public PCs

Through NOV	2013	2014	% Change
Wireless			
Public PCs	15,146	14,277	5.7 % decrease
Total through NOV	15,146	14,227	5.7 % decrease

Personnel

- Next staff meeting: January TBD.
- After 25 years of service, Judy Hohenadel will be retiring at year's end. We will hold a public Open House on Friday, January 9th from 3-5pm followed by staff/trustee party.
- Staffing in re JH's retirement.

Facilities

- Building project:
 - Presented project to Economic Development Advisory Committee on Dec 10th.
 - Scheduled to present project to the Planning Board & BOS (see dates below).
 - Next scheduled Open House: Sunday, January 25th from 3-5pm.
 - PSA for public access channel: ETA unknown.
 - Changes for updated brochure?

Systems (Report from town IT Director, Bruce Dickerson):

- Wireless upgrade: Bruce hopes to have our new wireless access points installed by the end of December.
- Envisionware (time/print management software): Bruce will be in contact with their tech support to migrate things over to the new server.

Programs & Services:

- **Services:**
 - **Teen Tech Squad:** MONDAYS, 3-5pm. Bring in your gadgets and we'll help you figure it out!
- **Programs:**
 - **Children's:** *Regular storytimes for all age groups through this week; on hiatus for the holidays and resume on Jan 5.* LEGO Party (Dec 18, Jan 15); Mad Science (Dec 19); Read to Your Librarian (Dec 21); PAWS to Read (Jan 10); Grades 2 & 3 Book Group (Jan 12); Wadleigh Writer Wednesdays (Jan 14); Art Afternoon (Jan 16); Bird Feeder Craft (Jan 17).
 - **YA:** Doctor Who Fan Club (Jan 6); Anime Club (Jan 13); Teen Gaming/Wii Wednesday (Jan 14). Pizza & Pages Book Club reads Strasser's *Wave* (Jan 15).

- **Adult:** Knit 1, Crochet 2 meets alternate Mondays of each month; Spanish Conversation Group meets each Tuesday; and Intro to Social Networking meets each Wednesday. **NEW** - History Book Club reads Shaara's *Killer Angels* (Dec 17); Morning Book Group reads Strout's *Burgess Boys* (Jan 8); Acoustic Café (Jan 17).
- 3D printer: Show and tell at Ledgewood a big hit.

Other

- 2015 Budget process: department budget remains status quo. BOS voted (4-1) *not* to support the library building project warrant article. The article will still appear on the warrant and there is always the chance they could vote again on this or other articles.
- Update on 501c3 status re Friends: still outstanding. Waiting on the State of NH.
- **DATES TO REMEMBER:**
 - **TUE., JANUARY 6 @ 6:30PM: Present building project plans to Planning Board, BOS Room**
 - **MON., JANUARY 12 @ 6:30PM: Town Budget & Bond Hearing**
 - **SUN., JANUARY 25 @ 3-5PM: LIBRARY OPEN HOUSE**
 - **MON., JANUARY 26 @ 6PM: Present building project plans to Board of Selectmen (rescheduled from 12/22)**
 - **SAT., JANUARY 31 @ 9AM: Town Deliberative Session**
- Library Development Fund met November 25th. Working on setting up a "Donate" button via Justgive.org or similar service.
- Friends of the Library silent auction
 - 4th annual Wreaths Around the Wadleigh
 - Ornament sales

The warrant article for our building project has been submitted. We decided to recycle the old brochures.

Jennifer Hansen made a motion at 7:46 p.m. to enter Closed Session per RSA 91-A:3. Chris Constantino made second motion and all voted in favor.

In Closed Session, we discussed making salary adjustments for three of our staff members. Deb Faucher made first motion to make these salary adjustments. Michael Tule made second motion, and we all voted in favor.

At 8:02 p.m., Jennifer Hansen made a motion to come out of Closed Session per RSA 91-A:3. Chris Constantino made second motion and we all voted in favor.

Our meeting was adjourned at 8:03 p.m. Our next meeting will be held on January 20, 2015.

Respectfully submitted,

Jennifer Hansen

Secretary