

**Wadleigh Memorial Library
Trustee Meeting Minutes
July 21, 2015**

Present: Chris Constantino, Deb Faucher, Jen Hansen, Wayne Hardy, Kim Paul, Sarah Sandhage, Mike Tule, Michelle Sampson- Library Director, and Kathy Bauer- Selectmen's representative

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

Minutes from last month's meeting were approved on a motion by Sarah, seconded by Jen, all in favor.

Treasurer's Report was reviewed and approved. Gifts for the month were approved on a motion by Sarah, seconded by Jen, all in favor.

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

**DIRECTOR'S REPORT
FOR TRUSTEE'S MEETING:
JULY 21st, 2015**

Stats: Circulation

Circ through JUNE	2014	2015	% Change
General Circ	113,060	111,070	1.8% decrease
Downloadable audiobooks	1566	2282	45.7 % increase
Downloadable ebooks	3101	3494	12.7 % increase
Downloadable magazines		144	
Total Circ	117,727	116,990	0.6 % decrease

Stats: People Counter

People Counter	2014	2015	% Change
Through JUNE	62,725	61,654	1.7% decrease

Stats: Public PCs

Through JUNE	2014	2015	% Change
Wireless logins		5922	
Public PC logins	7178	6980	2.8 % decrease

Personnel

- Meeting with library dept. heads on Friday, July 31 to begin evaluating and updating our Strategic Plan.
- Upcoming: NELA Conference: Oct 25-27 in Manchester. Trustees encouraged to attend.

Facilities

- 2 dead trees on 91 Nashua St. side of property- Michelle to check with Human Resources Dept. re. insurance liability- town employees vs. crane/tree service to do the work.
- 29 & 39 Nashua Street vacant properties- potential uses for library expansion fundraising discussed.
- Insurance claim from 2014 (AC flood/carpet replacement in Keyes Room)- still pending.
- Building project – (patron comments, fundraising)- library expansion fundraising ideas further discussed.

Systems

- Still waiting to migrate Envisionware over to the new server- Town IT director has us on his to-do list.
- Beginning to replace old laptops, one staff pc and Tech Services printer.
- Replaced wireless access point on 2nd floor today.

Programs

- **Programs:**
 - **Children's: *Summer reading theme: Every Hero Has a Story.*** Family storytimes (Mondays through Aug 3); Storytimes in the Park (Fridays through July 31). Heroes of Greek Mythology (July 22); Afternoon Craft (July 24 & 31); Villain Training Academy (July 27); Hero Tea Party (July 29); Book Bingo (Aug 3); Lego Party (Aug 5); Ice Cream Social (Aug 6).
 - **YA: *Summer reading theme: Unmasked.*** Make Your Own Slime (July 28); Book Hedgehogs – Superhero Edition (July 29); Doctor Who Fan Club (Aug 4); Teen Advisory Group (Aug 6); Anime Club (Aug 11); Writers' Group (Aug 14).
 - **Adult: *Summer reading theme: Escape the Ordinary.*** Knit 1, Crochet 2 meets alternate Mondays of each month; Spanish Conversation Group meets each Tuesday; and Intro to Social Networking meets each Wednesday. History Book Club reads Bradley's *Imperial Cruise: A Secret History of Empire and War* (Aug 19); Evening Book Group reads Flynn's *Gone Girl* (Aug 25).

Other

- CIP presentation: Wednesday, July 22 @ 6:30, BOS Room- Michelle to present with support from 2 trustees.
- Presentation for the SV Chamber of Commerce on business resources @ the library: Tue., July 28.
- BOS semi-annual update: Monday, August 10. Time TBD.
- MS to PA Wed., Aug 12-Sun., Aug 16 (tentative).
- Upcoming: 2016 budget. No dates given from Town Admin as of yet.

Meeting adjourned at 8:40 pm.

Next meeting will be held at the Wadleigh Library on August 18, 2015, at 7pm.
Jen to bring pizza for 6:30.