

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

Present. *Our lives begin to end the day we become silent about things that matter*
Deb Faucher and Jen Hansen, Co-Chairs; Chris Costantino, Kim Paul, Mike Tule, Sarah Sandhage, Wayne Hardy, Michelle Sampson, Director. Joel Trafford, facility manager.

Minutes: *We must learn to live together as brothers or perish together as fools*
The December meeting minutes were approved unanimously on a motion by Jen, seconded by Sarah

Treasurer's Report: *Only in the darkness can you see the stars*
Accepted as presented. Gifts were accepted unanimously on a motion by Jen, seconded by Wayne.

Stats: Circulation

Circ through DEC	2014	2015	% Change
General Circ	226,929	209,227*	7.8 % decrease
Downloadable audiobooks	3436	4957	44.3 % increase
Downloadable ebooks	6476	6861	6.1 % increase
Downloadable magazines	N/A	458	
Total Circ	236,841	221,503	6.5 % decrease*

Stats: People Counter

People Counter	2014	2015	% Change
Through DEC	126,577	122,107	(statistically flat) 3.5 % decrease

Stats: Public PCs

Through DEC	2014	2015	% Change
Wireless logins	N/A	11,358	
Public PC logins	15,604	13,464	13.7 % decrease
Total	15,604	24,822	INCREASE

Personnel: *There comes a time when one must take a position that is neither safe, nor politic, nor popular, but he must take it because conscience tells him it is right*

- Performance appraisal deadline should be forthcoming.
- PLA National Conference (Denver, CO): Tue., April 5 – Sat., April 9, 2016. Early Bird registration ends 1/22/16. <http://www.placonference.org> Held every other year. Last attended in 2012.

Facilities: *The time is always right to do the right thing*

- Blower for HVAC in Children's Room burned out – replaced.
- 29 & 39 Nashua Street properties: 29 occupied. 39 – J. Trafford continues to work on sprucing it up and making needed repairs before occupancy.
 - 39/Annex emptied out from prior town office materials.
 - Annex abatement quotes – on a motion by Chris, seconded by Sarah, the trustees unanimously approved the expenditure of up to \$6,000 to pay Peniel Environmental Solutions to abate the asbestos on the 39 Nashua St boiler

Systems: *Nothing in the world is more dangerous than sincere ignorance and conscientious stupidity*

- Laptop replacement. Equipment received late Aug/early Sept. 3 tablets were loaded with SmartShield this month and still await other software installs before deployment. 2 laptops – partial software installed on 1. Await remaining installs.
- Envisionware and LPTOne have been completely migrated to the new server. There were a few glitches with some of the PCs and the Print Release Station. Microtime (working with Town IT Dept) has been here to work on wireless printing and fixing the print speed via LPTOne. The speed has improved significantly but we're still having some residual slowness.
- Polaris/ILS upgrade on January 7 was successful and we were back up and running by mid-afternoon

Programs & Services: *If I cannot do great things, I can do small things in a great way*

- **Began digitization of the Cabinet microfilm.** 1880-1924 are currently being digitized by Advantage Preservation. They will be setting up a web portal and storing the content (due to space). We'll have a back-up on a portable drive. Film will be fully searchable through OCR software. Funded by the Keyes Memorial Trust. Amherst has copies of all the microfilm if anyone needs access to those reels until they return to us in approximately 6-8 weeks.
- **Children's:** Regularly scheduled story times. Lego Party (Jan 21); Grades 4 & 5 Book Group (Jan 25); Makerspace-Builders' Academy (Jan 29); Art Afternoon (Feb 5); Make & Take Valentine Crafts (Feb 6 & 7); Grades 2 & 3 Book Club (Feb 8); PAWS to Read (Feb 13); Namaste Yoga (Feb 16).
- **YA:** High School Banned Book Club to read Alexie's *Absolutely True Diary of a Part-Time Indian* (Jan 21); Doctor Who Fan Club (Feb 2); Award Winners' Middle School Book Club reads DiCamillo's *Flora & Ulysses* (Feb 4); Anime Club (Feb 9); Wii Tournament Thursday (Feb 11).
- **Adult:** Knit 1, Crochet 2 meets alternate Mondays of each month; Spanish Conversation Group meets each Tuesday. Teen Tech Squad Office Hours (Jan 25, Feb 1, Feb 8); Evening Book Group reads Hardy's *Far from the Madding Crowd* (Jan 26); Jigsaw Puzzle Swap (Jan 28); Social Security Workshop (Feb 3 or 10); Morning Book Group reads Dallas's *Persian Pickle Club* (Feb 11); History Book Club reads Powell's *My American Journey* (Feb 17); NH Institute of Politics presents "First in the Nation – Celebrating 100 Years of the Presidential Primary" (Feb 17 @ Town Hall); Acoustic Café: Mottau, Drew & Clark with special guest Corey Walden (Feb 20). **AARP Tax Assistance:** Tuesdays 9:30AM-2PM & Thursdays 3:30-6:30PM (Feb 2 – Apr 14).

Other: *Not everybody can be famous but everybody can be great, because greatness is determined by service*

- 2015 Trustee Report and 2015 Annual Town Report, statistics and financials submitted to town.
- Currently gathering all financial materials for year-end audit – due Friday, January 22.
- Friends of the Library to meet Wed., Jan 27 @ 7PM
- M. Sampson out of the office Feb 26-28 (Fri afternoon – Sun PM).
- State/Federal Public Library Annual Report Survey due March 25.

• **IMPORTANT TRUSTEE DATES:**

- **Wed., January 20 – Fri., January 29.** Filing period to run for Library Trustee. See Town Clerk.
- **Monday, January 25.** Powerpoint presentation & PSA for Deliberative Session due
- **Saturday, January 30.** Deliberative Session. Town Hall Auditorium. 9AM.
- **Tuesday, February 9.** Info table in MMS lobby for Primary Elections. 6AM-8PM.
- **Tuesday, March 8.** Town Election Day. (Wo)manning the polls 6AM – 8PM.

Discussions: *There is no gain without struggle*

- 39 Nashua Street
 - Joel presented the two quotes received to abate the asbestos wrapped around the boiler. Joel was most comfortable with the quote from Peniel Environmental Solutions. It seemed more complete and the company is local. He will verify that the quote is for \$5,250 and not the \$52,500 that is on the quote. He hopes that they will move other asbestos tiles that are in

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the attic. The trustees unanimously approved the motion by Chris, seconded by Sarah for Joel to hire PES and to spend up to \$6,000 to abate the asbestos.

- Facilities repair – we spend, on average, \$26,000/year on repairs to the building.
- Building Project.
 - Michelle will tweak the power point presentation for the Deliberative session to include a slide showing the decay of the building, which Jen and Deb will present.
 - Trustees will promote the library at the Primary Presidential Elections on Feb. 9. We will be able to have a table and easel space inside the Middle School. Please let Jen know when you are available to advocate for the library at the table.
 - Michelle will look into the cost and reach of Facebook ads to encourage/remind residents to vote for the library
 - Open House dates will be February 21 with a snow date of March 6. Michelle will have a slide for PEG channels and the screens at the town hall and library
 - Banner – Michelle will investigate the cost of a banner
 - It is time to put the Vote for the Library signs out on yards. They are in the basement of the library – pick up when you can
 - Chris will ask for permission to put the library posters in the Town Hall Lobby
- Michelle's Review – tabled until next month. We don't have the updated review document.

Meeting adjourned at 8:40 pm

Next meeting – February 16 with pizza at 6:30. Wayne has pizza duty. Meeting at 7:00pm. .

Minutes prepared by Chris Costantino with assistance from Martin Luther King, Jr.