

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

Present: *Maturity, one discovers, has everything to do with the acceptance of 'not knowing.'*

Jen Hansen, Deb Faucher, Co-Chairs; David Rysdam, Judy Gross, Sarah Sandhage. Kim Paul and Mike Tule, excused. , Alternate: Chris Costantino. Kim Gabert and Mary Ann Shea, library staff. Kathy Bauer, BOS representative. Scott Cornett, consultant and former Facilities committee member for the WML renovation/expansion project.

August Meeting Minutes: *Knowledge is an unending adventure at the edge of uncertainty.*

Approved unanimously on a motion by Sarah, seconded by David.

Treasurer's Report: *I have devoted my life to uncertainty. Certainty is the death of wisdom, thought, creativity.*

Director's Report *Exploring the unknown requires tolerating uncertainty.*

Stats: Circulation

Circ through AUGUST	2015	2016	% Change
General Circ	144,966*	129,087	11 % decrease
Downloadable audiobooks	3,216	3,619	12.5 % increase
Downloadable ebooks	4,692	4,548	3.1 % decrease
Downloadable magazines	251	492	96 % increase
Total Circ	153,125	137,746	10.1 % decrease

*2015 checkout figures have been amended to reflect an inaccuracy detected at year's end. Per DR's suggestion (July 2016), should we investigate purchasing another people counter for comparison purposes?

Stats: People Counter

People Counter	2015	2016	% Change
Through AUGUST	82,457	80,971	1.8 % decrease

Stats: Public PCs

Through AUGUST	2015	2016	% Change
Wireless logins	7689	7800	1.4% increase
Public PC logins	9804	7830	20.1 % decrease
Total	17,493	15,630	10.6 % decrease

Personnel *We sail within a vast sphere, ever drifting in uncertainty, driven from end to end uncertainty*

- Timekeeping system: status quo/no news.
- Mary Ann Shea (Head of Circulation) attended her first town department head meeting for the library. She forwarded information regarding the budget process to Trustees.
- Letty Goerner (Head of Children's) has been invited to present at NELA on a panel about her experience teaching Yoga to children. Tanya Roberts (Children's Assistant) and Katie Spofford (Young Adult Librarian) are also presenting on panels at CHILIS and YALS, respectively.
- Trustee Kim Paul has been making weekly deposits, and processing and paying bills. She is also reconciling account statements and preparing the various documents for the Treasurer's

Facilities *Uncertainty is a permanent part of the leadership landscape. It never goes away.*

- Rental properties
 - 39 Nashua/Annex – Joel checked into a notice from the tenant that the kitchen floor is gets wet when it rains. After patching the roof, the issue seems to be resolved. He will keep an eye on it.
 - 29 Nashua – status quo.
- The sewer drainage issue came up again. On Monday, August 22nd another clog was detected and cleared. Staff was left with instructions for flushing the main outgoing pipe twice daily while Joel was on vacation. We have had no new clogs since then.

Systems *Uncertainty is a quality to be cherished, therefore – if not for it, who would dare to undertake anything?"*

- The staff network has made the switch to Comcast as of Wednesday, August 31. FirstLight has been notified that we are terminating our connection, and will disconnect on September 30.
- Plans for future include updating our internal routers (to keep up with the new speedier network connection) and updating the public PCs. Many, but not all staff PCs have been upgraded to Windows 10. The rest remain on Windows 7 until they're replaced.

Programs & Services *Trust the wait. Embrace the uncertainty. Enjoy the beauty of becoming. When nothing is certain, anything is possible"*

Children's: Toddler Tales, Little Listeners (Mondays), Baby Lapsit (Wednesdays), and Storytime Stars (Wed & Thurs). Yoga Time (Sept 20), Story Dance and Grades 4 & 5 Book Group (Sept 26), Makerspace (Sept 30), Wadleigh Writer Wednesdays (Oct 12), Art Afternoon (Oct 14), PAWS to Read (Oct 15), Grades 2 & 3 Book Club (Oct 17), Lego Party (Oct 20), Make & Take Crafts (Oct 22 & 23).
YA: Teen Writers' Club (Sept 21), Doctor Who Fan Club (Oct 4), Anime Club (Oct 11), Teen & Tween Yoga (Oct 12).

Adult: Knit 1, Crochet 2 meets alternate Mondays of each month; Spanish Conversation Group meets each Tuesday. Teen Tech Squad Office Hours – Mondays; Evening Book Group reads *The Underground Girls of Kabul* by Jenny Nordberg (Sept 27), Jigsaw Puzzle Swap (Sept 29), Morning Book Group reads *The Grapes of Wrath* by Steinbeck (Oct 13), History Book Club reads *The Grapes of Wrath* by Steinbeck (Oct 19).

Regional Big Read: *Grapes of Wrath* by John Steinbeck. Events held in Milford and surrounding towns. Milford events: Contra Dance at Milford Town Hall (Sept 23), Songs and Stories from the Dust Bowl

Other *Change is neither good nor bad. It only creates a different situation."*

Milford Masons will present a check in early October for the proceeds from the Waffle Breakfast on Saturday, August 20 @ the Lodge. Proceeds will benefit the Summer Reading Program.

Discussion *"There is stability in walking an uncertain path, because you never allow yourself to be misled by what you think you know."*

1. Non-public session – personnel. At 7:00 the trustees unanimously approved going into non-public session to discuss personnel on a motion by Jen, seconded by Sarah. The non-public session was closed at 7:20. On a motion by Judy, seconded by Chris, the trustees unanimously approved sealing the minutes of the NP.
2. Building Renovation/Expansion Project. There is still uncertainty of what we should do next in light of the last town vote. There are critical structural and functional issues with the current building which must be addressed. After studying the costs for either the renovation of the library or a new building that a construction management company generated in 2015, the trustees decided the most cost-efficient solution was to build a new building on the existing footprint and expand 8000 sqft down to the sidewalk, creating a street level and resident friendly front. The trustees are looking into costs to repair the known aged and failing systems in the building. Ron Lamarre, architect for Lavalee Brensinger working with us, suggested that we contract for a Scope of Work. A SoW is a narrative description of tasks to get the building project completed.

Scott Cornett, who was on the 2014 Facilities Committee and then continued to help the trustees as we followed the FC's recommendation to relook at the design, agreed to come to tonight's meeting to help us again. He had some critical comments:
 1) We took the appropriate steps to bring this building project to the town. We obtained a Guaranteed Maximum Price for a new building and an Estimate for a renovation of the existing building. The cost/foot quotes for both options were vetted by two Milford residents who are in the construction trade.

2) We can issue an RFP for Costs to repair/replace the known deficiencies that Joel Trafford, Facility Manager, has identified. In Scott's estimation, this was done with the estimate by Bauen Construction to renovate the existing building.

3) We can ask Ron Lamarre for a Value Engineering report. This would take a look at ways we can reduce the cost without sacrificing the identified priorities of increased services spaces and parking as identified in the Space Needs study and several community surveys.

Jen will contact Ron Lamarre concerning a Value Engineering report. And she will make sure that Ron got Joel's list of problems.

3. After discussion, the trustees decided to keep normal Saturday hours on December 24. It will be the normal skeleton crew on holiday or weekend hours.

Meeting was adjourned at 8:11pm. *"When you embrace the uncertain, life opens up unusual new paths. Seeds sown way back bloom as flowers, in ways one can never fathom."*

The next meeting of the Wadleigh Memorial Library Board of Trustees will be held on Tuesday, October 18, 2016 at 7pm. Judy to bring pizza.

Meeting minutes respectfully submitted by Chris Costantino with assistance from Wise Ones