

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of November 2, 2011

Page 1 of 5

Call to Order:

The meeting was called to order at 7:00 p.m. by Chair Vicki Stachowske. The following board members were in attendance: Pauline Caron, Betsy McKinney, William Feldmann, Robert Collins, John Velliquette and William Bringhurst. Also in attendance: Barbara Ostertag-Holtkamp, Library Director; Sally Nelson, Assistant Director and Head of Circulation Services; Kathy Mague, Assistant Director and Head of Reference Services.

Secretary's Report:

The Secretary's Report for October 5, 2011 was distributed prior to the meeting. No changes were made. A **motion** was made by Betsy McKinney to accept the minutes as written. The **motion was seconded** by William Bringhurst. All in attendance accepted the motion, **motion carried**.

Treasurer's Report:

The Treasurer's Report for July 1, 2011 – September 30, 2011 was distributed by Pauline Caron. A **motion** was made by Betsy McKinney to accept the Treasurer's Report. The **motion was seconded** by William Feldmann. All in attendance accepted the motion, **motion carried**.

Friend's Report:

The Friends met on October 19, 2011, to discuss preparations for their holiday sale which begins on November 19, 2011. They also worked on plans for their Silent Auction which will take place the week beginning December 5, 2011. The next meeting is scheduled for Wednesday, November 16, 2011, at 7:00 p.m. in the library meeting room.

Director's Report:

Gifts Donated to the Leach Library –

There were none this month.

Programs –

- On Thursday, October 15, 2011, the library offered "Silent Movie Performance" with Richard Hughes. 57 individuals attended the program.

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES

Minutes of November 2, 2011

Page 2 of 5

- On Thursday, November 10, 2011, at 7:00 p.m., the library presents Rob Velella as Nathaniel Hawthorne. In this program, actor Rob Velella portrays author Nathaniel Hawthorne. As Hawthorne, he will briefly introduce himself and then read from several of his well-known short stories such as "The Minister's Black Veil" and "The Birth-mark." The Friends of the Londonderry Leach Library will be sponsoring the program.
- On Thursday, January 12, 2012, at 7:00 p.m., the library will host "Songs and Stories" with Kate Chadbourne. In this program, Ms. Chadbourne will present songs on harp and piano, and tunes on Irish flute and whistles. She will be singing in both Irish and English, and she will also tell several Irish tales, some with harp accompaniment, and feature a selection of poetry. The Friends of the Londonderry Leach Library will be sponsoring the program.
- On Thursday, February 9, 2012, at 7:00 p.m., the library will have the program "Dr. Sherlock Holmes" with Professor James Krasner. This program explores the impact medical advancements had on Arthur Conan Doyle's Sherlock Holmes stories. Doyle, a doctor himself, modeled Holmes on his medical school professor Dr. Joseph Bell. Using clips from the popular television show "House", based on Doyle's Sherlock Holmes stories, Dr. Krasner examines the character in the context of Doyle's medical writings, offering insight into the relationship between doctors and detectives.
- On Thursday, March 15, 2012, at 7:00 p.m., the library will offer "Edible Landscape Design" with Barbara Emerson. This PowerPoint presentation will explore how to integrate vegetables, herbs and edible flowers into ornamental gardens to enrich the texture and fragrance, and to create an edible landscape. Ms. Emerson will also discuss how container combinations can be used to grow delicious food and look beautiful for those without a large garden space. The Friends of the Londonderry Leach Library will be sponsoring the program.
- On Thursday, April 12, 2012, at 7:00 p.m., the library will present "Casey Abrams in Concert". Acoustic jazz and folk guitarist Casey Abrams will perform his own songs as well as works by traditional American writers from the folk tradition up through the Twentieth century. Throughout the performance, the audience will learn how American music has developed, as well as how musical forms have influenced one another over the years, as he plays songs from across the decades. The Friends of the Londonderry Leach Library will be sponsoring the program.
- On Thursday, May 10, 2012, at 7:00 p.m., the library will host "All About Whales" with the Seacoast Science Center. This program will feature various facts about whales, including the types of whales that are found in the waters of New England. The discussion will cover the sizes of various types of whales as well as the differences between these types, such as having teeth or baleen. In addition, the story of Tofu, a young humpback whale who lived in the Gulf of Maine, will be presented. The Friends of the Londonderry Leach Library will be sponsoring the program.

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES Minutes of November 2, 2011

Page 3 of 5

Announcements -

- The roof insulation installation has not yet been completed. On October 31, 2011, Steve Cotton informed me that he has found a company to do the insulation.
- The library's FY12-13 proposed budget will be presented on Saturday, November 19, 2011, in the Moose Hill Conference Room in Town Hall.
- The recent snow storm caused damage to a tree near the back parking lot. A tree trimmer came to remove the damaged branches. The storm also caused an issue with the telephones. The Town IT company has arranged for someone to come tomorrow to reprogram the telephones. At times, due to the large number of people from the community using the library Wi-Fi, we experienced some down times because the router capacity was exceeded.

Assistant Director and Head of Circulation Services Report:

- During the month of October, a total of 25,800 materials were circulated as well as an additional 786 downloadable audio books and ebooks.
- The Children's Room Halloween programs were well attended with a total of 135 participants at the two events.
- The Children's Room is once again participating in the Ladybug Award voting. Each year librarians around the state nominate ten outstanding picture books. Students in preschool through grade 3 will get a chance to vote on their favorite book from Monday, November 14 to Saturday, November 19. Stop by the Children's Room to read one or more of the titles before then and be ready to take part in the voting.
- The Children's Room is hosting the Massabesic Audubon Center *Fall Frights of Folklore* on Tuesday, November 29 and Wednesday, November 30 from 4:00-5:00 p.m. Using live animals and lots of props, the presenters will tell how people throughout history have used myths to explain the natural world around them. Each session is open to 20 children and advance registration is required. To register, call or stop by the Children's Room beginning at 9:00 a.m. on Monday, November 21. This program is being sponsored by the Friends of the Londonderry Leach Library.

Assistant Director and Head of Reference Services Report:

- After the announcement of the Kindle being compatible with Overdrive, we have had numerous inquiries about this service. The reference staff has given much support for patrons using these e-books. There were 101 Kindle checkouts with a total of 332 e-book checkouts for the month and 79 new users. The informational posters, press releases and announcements have been very successful.

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of November 2, 2011

Page 4 of 5

- Several days after the storm on October 29-30, the library accommodated countless Internet and Wi-Fi users.
- You can enjoy Broadway hits and other show tunes and musicals this month from our display of CD music and movies on DVDs. We also have sheet music and books on Musical theatre.

Old Business:

- Town Council Resolution 2011-15

Barbara Ostertag-Holtkamp distributed a report that responded to the Town Council Resolution. After discussion, the Board approved the report.

New Business:

- Inclement Weather Policy

Barbara Ostertag-Holtkamp distributed the revised Inclement Weather Policy with the new codes for this winter.

Non Public Session:

Enter Non Public Session

Chair Vicki Stachowske requested a roll call vote to enter Non Public Session pursuant RSA 91-A:3 II, subparagraph (a), the dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.

Roll Call Vote: Aye, Pauline Caron; Aye, Vicki Stachowske; Aye, Betsy McKinney; Aye, William Feldmann; Aye, Robert Collins; Aye, John Velliquette; Aye, William Bringham.

A **motion** was made by Pauline Caron to allow Barbara Ostertag-Holtkamp to attend Non Public Session as the subject pertains. The **motion was seconded** by William Feldmann. All in attendance accepted the motion, **motion carried**.

The Board entered Non Public Session at 7:37 p.m.

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of November 2, 2011

Page 5 of 5

Exit Non Public Session

Chair Vicki Stachowske requested a motion to exit Non Public Session. Robert Collins made a **motion** at 7:52 p.m. to exit Non Public Session. The **motion was seconded** by William Feldmann. Board's **vote** 7-0-0.

During Non Public Session a discussion ensued regarding the Library Director's review. She was given an over classification award in accordance with the Library Personnel Policy, for an Outstanding evaluation.

A **motion** was made at 7:53 p.m. by John Velliquette to adjourn the meeting. The **motion was seconded** by William Bringham. All in attendance accepted the motion, **motion carried**.

Notes by: Barbara Ostertag-Holtkamp, Sally Nelson, Kathy Mague

Minutes Typed by: Sally Nelson

Date: November 2, 2011

Respectfully submitted,

Sally Nelson
Assistant Director and Head of Circulation Services

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of November 2, 2011

Page 1 of 5

Call to Order:

The meeting was called to order at 7:00 p.m. by Chair Vicki Stachowske. The following board members were in attendance: Pauline Caron, Betsy McKinney, William Feldmann, Robert Collins, John Velliquette and William Bringhurst. Also in attendance: Barbara Ostertag-Holtkamp, Library Director; Sally Nelson, Assistant Director and Head of Circulation Services; Kathy Mague, Assistant Director and Head of Reference Services.

Secretary's Report:

The Secretary's Report for October 5, 2011 was distributed prior to the meeting. No changes were made. A **motion** was made by Betsy McKinney to accept the minutes as written. The **motion was seconded** by William Bringhurst. All in attendance accepted the motion, **motion carried**.

Treasurer's Report:

The Treasurer's Report for July 1, 2011 – September 30, 2011 was distributed by Pauline Caron. A **motion** was made by Betsy McKinney to accept the Treasurer's Report. The **motion was seconded** by William Feldmann. All in attendance accepted the motion, **motion carried**.

Friend's Report:

The Friends met on October 19, 2011, to discuss preparations for their holiday sale which begins on November 19, 2011. They also worked on plans for their Silent Auction which will take place the week beginning December 5, 2011. The next meeting is scheduled for Wednesday, November 16, 2011, at 7:00 p.m. in the library meeting room.

Director's Report:

Gifts Donated to the Leach Library –

There were none this month.

Programs –

- On Thursday, October 15, 2011, the library offered "Silent Movie Performance" with Richard Hughes. 57 individuals attended the program.

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES

Minutes of November 2, 2011

Page 2 of 5

- On Thursday, November 10, 2011, at 7:00 p.m., the library presents Rob Velella as Nathaniel Hawthorne. In this program, actor Rob Velella portrays author Nathaniel Hawthorne. As Hawthorne, he will briefly introduce himself and then read from several of his well-known short stories such as "The Minister's Black Veil" and "The Birth-mark." The Friends of the Londonderry Leach Library will be sponsoring the program.
- On Thursday, January 12, 2012, at 7:00 p.m., the library will host "Songs and Stories" with Kate Chadbourne. In this program, Ms. Chadbourne will present songs on harp and piano, and tunes on Irish flute and whistles. She will be singing in both Irish and English, and she will also tell several Irish tales, some with harp accompaniment, and feature a selection of poetry. The Friends of the Londonderry Leach Library will be sponsoring the program.
- On Thursday, February 9, 2012, at 7:00 p.m., the library will have the program "Dr. Sherlock Holmes" with Professor James Krasner. This program explores the impact medical advancements had on Arthur Conan Doyle's Sherlock Holmes stories. Doyle, a doctor himself, modeled Holmes on his medical school professor Dr. Joseph Bell. Using clips from the popular television show "House", based on Doyle's Sherlock Holmes stories, Dr. Krasner examines the character in the context of Doyle's medical writings, offering insight into the relationship between doctors and detectives.
- On Thursday, March 15, 2012, at 7:00 p.m., the library will offer "Edible Landscape Design" with Barbara Emerson. This PowerPoint presentation will explore how to integrate vegetables, herbs and edible flowers into ornamental gardens to enrich the texture and fragrance, and to create an edible landscape. Ms. Emerson will also discuss how container combinations can be used to grow delicious food and look beautiful for those without a large garden space. The Friends of the Londonderry Leach Library will be sponsoring the program.
- On Thursday, April 12, 2012, at 7:00 p.m., the library will present "Casey Abrams in Concert". Acoustic jazz and folk guitarist Casey Abrams will perform his own songs as well as works by traditional American writers from the folk tradition up through the Twentieth century. Throughout the performance, the audience will learn how American music has developed, as well as how musical forms have influenced one another over the years, as he plays songs from across the decades. The Friends of the Londonderry Leach Library will be sponsoring the program.
- On Thursday, May 10, 2012, at 7:00 p.m., the library will host "All About Whales" with the Seacoast Science Center. This program will feature various facts about whales, including the types of whales that are found in the waters of New England. The discussion will cover the sizes of various types of whales as well as the differences between these types, such as having teeth or baleen. In addition, the story of Tofu, a young humpback whale who lived in the Gulf of Maine, will be presented. The Friends of the Londonderry Leach Library will be sponsoring the program.

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES Minutes of November 2, 2011

Page 3 of 5

Announcements -

- The roof insulation installation has not yet been completed. On October 31, 2011, Steve Cotton informed me that he has found a company to do the insulation.
- The library's FY12-13 proposed budget will be presented on Saturday, November 19, 2011, in the Moose Hill Conference Room in Town Hall.
- The recent snow storm caused damage to a tree near the back parking lot. A tree trimmer came to remove the damaged branches. The storm also caused an issue with the telephones. The Town IT company has arranged for someone to come tomorrow to reprogram the telephones. At times, due to the large number of people from the community using the library Wi-Fi, we experienced some down times because the router capacity was exceeded.

Assistant Director and Head of Circulation Services Report:

- During the month of October, a total of 25,800 materials were circulated as well as an additional 786 downloadable audio books and ebooks.
- The Children's Room Halloween programs were well attended with a total of 135 participants at the two events.
- The Children's Room is once again participating in the Ladybug Award voting. Each year librarians around the state nominate ten outstanding picture books. Students in preschool through grade 3 will get a chance to vote on their favorite book from Monday, November 14 to Saturday, November 19. Stop by the Children's Room to read one or more of the titles before then and be ready to take part in the voting.
- The Children's Room is hosting the Massabesic Audubon Center *Fall Frights of Folklore* on Tuesday, November 29 and Wednesday, November 30 from 4:00-5:00 p.m. Using live animals and lots of props, the presenters will tell how people throughout history have used myths to explain the natural world around them. Each session is open to 20 children and advance registration is required. To register, call or stop by the Children's Room beginning at 9:00 a.m. on Monday, November 21. This program is being sponsored by the Friends of the Londonderry Leach Library.

Assistant Director and Head of Reference Services Report:

- After the announcement of the Kindle being compatible with Overdrive, we have had numerous inquiries about this service. The reference staff has given much support for patrons using these e-books. There were 101 Kindle checkouts with a total of 332 e-book checkouts for the month and 79 new users. The informational posters, press releases and announcements have been very successful.

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of November 2, 2011

Page 4 of 5

- Several days after the storm on October 29-30, the library accommodated countless Internet and Wi-Fi users.
- You can enjoy Broadway hits and other show tunes and musicals this month from our display of CD music and movies on DVDs. We also have sheet music and books on Musical theatre.

Old Business:

- Town Council Resolution 2011-15

Barbara Ostertag-Holtkamp distributed a report that responded to the Town Council Resolution. After discussion, the Board approved the report.

New Business:

- Inclement Weather Policy

Barbara Ostertag-Holtkamp distributed the revised Inclement Weather Policy with the new codes for this winter.

Non Public Session:

Enter Non Public Session

Chair Vicki Stachowske requested a roll call vote to enter Non Public Session pursuant RSA 91-A:3 II, subparagraph (a), the dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.

Roll Call Vote: Aye, Pauline Caron; Aye, Vicki Stachowske; Aye, Betsy McKinney; Aye, William Feldmann; Aye, Robert Collins; Aye, John Velliquette; Aye, William Bringham.

A **motion** was made by Pauline Caron to allow Barbara Ostertag-Holtkamp to attend Non Public Session as the subject pertains. The **motion was seconded** by William Feldmann. All in attendance accepted the motion, **motion carried**.

The Board entered Non Public Session at 7:37 p.m.

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of November 2, 2011

Page 5 of 5

Exit Non Public Session

Chair Vicki Stachowske requested a motion to exit Non Public Session. Robert Collins made a **motion** at 7:52 p.m. to exit Non Public Session. The **motion was seconded** by William Feldmann. Board's **vote** 7-0-0.

During Non Public Session a discussion ensued regarding the Library Director's review. She was given an over classification award in accordance with the Library Personnel Policy, for an Outstanding evaluation.

A **motion** was made at 7:53 p.m. by John Velliquette to adjourn the meeting. The **motion was seconded** by William Bringhurst. All in attendance accepted the motion, **motion carried**.

Notes by: Barbara Ostertag-Holtkamp, Sally Nelson, Kathy Mague

Minutes Typed by: Sally Nelson

Date: November 2, 2011

Respectfully submitted,

Sally Nelson
Assistant Director and Head of Circulation Services