

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of December 7, 2011

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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, John Velliquette and William Bringham. 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; Joe Green, Town Council Liaison.

Public Comment:

William Feldmann arrived at 7:02 p.m.

Joanne Paradis from the Blue Star Mothers, asked the Board to accept the donation of a Heroes Wreath, decorated with stars inscribed with the names of war veterans from Londonderry. Joe Paradis explained how they have collected names from the war memorials and cemeteries in town to write on the stars.

Robert Collins arrived at 7:04 p.m.

A **motion** was made by Pauline Caron to accept the gift. The **motion was seconded** by William Feldmann. All in attendance accepted the motion, **motion carried**.

Secretary's Report:

The Secretary's Report for November 2, 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 Pauline Caron. All in attendance accepted the motion, **motion carried**.

Friend's Report:

The Friends did not have a meeting in November but they have a variety of holiday gift items for sale near the circulation desk. They are also holding a Silent Auction that started on Monday, December 5 and closes on Saturday, December 10. The Friends have changed their meetings from the third Wednesday evening each month to the second Monday afternoon. The next meeting is scheduled for January 9, 2012 at 1:00 p.m. in the library meeting room.

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Director's Report:

Gifts Donated to the Leach Library –

- Mr. and Mrs. Paradis would like to donate a hero wreath to the library. This gift was accepted under Public Comment.
- Boy Scout Troop 426 donated an evergreen wreath to hang outside the library.

A **motion** was made by Pauline Caron to accept the gift. The **motion was seconded** by William Feldmann. All in attendance accepted the motion, **motion carried**.

Programs –

- On Thursday, November 10, 2011, the library presented Rob Veleva as Nathaniel Hawthorne. 49 individuals attended 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

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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.

Announcements -

- The roof insulation installation has not yet been completed. Steve Cotton informed me on November 16, 2011, that the company is estimating that the work will start in the next week or two.
- The first public hearing on the budget will be December 19, 2011, at 7:00 p.m.
- The Board was informed that in 2012 the first Wednesday of the month in July falls on the July 4th holiday so they need to select another date for the Board meeting. The Board suggested that the first six months of meeting dates are posted for now and they will consider the July meeting at a later date.
- The carpets are in need of cleaning and this has been scheduled for Saturday, December 10 after the library is closed.

Assistant Director and Head of Circulation Services Report:

- During the month of November, a total of 32,783 materials were circulated for an increase of 23.26% over November 2010, as well as an additional 856 downloadable audio books and e-books.
- A total of 758 participants took part in 21 Children’s Room programs and activities this November. There were 52 enthusiastic participants in the Ladybug voting for the outstanding picture book of the year in New Hampshire. We are eagerly awaiting the announcement of the winning book at the end of December.
- The Children’s Room is hosting two winter craft times during school vacation: on Wednesday, December 28 from 10:00-11:00 a.m. or on Thursday, December 29 from 1:00-2:00 p.m., children will be decorating a foam wreath with adhesive foam shapes featuring various gingerbread friends and glittery candy canes. Each session is limited to 50 participants and registration is required. To register, stop by or call the Children’s Room beginning on Monday, December 19 at 9:00 a.m.
- The subject of the Spotlight Display in the Children’s Room, that each month highlights books from different areas of the collection, is *Just Desserts*. Stop by and check out some of our kid-friendly recipe books and involve the whole family in creating delicious desserts for the winter holiday season.

Assistant Director and Head of Reference Services Report:

- The Reference staff answered 888 questions in November and answered 90 directional questions. This is a 12.15 % increase over last November. We logged 839 people onto the Internet.
- The Nobel Prizes are annual international awards bestowed by Scandinavian committees in recognition of cultural and scientific advances. The will of the Swedish chemist Alfred Nobel, the inventor of dynamite, established the prizes in 1895. The prizes in Physics, Chemistry, Physiology or Medicine, Literature, and Peace were first awarded in 1901. On December 10, this year's Laureates will receive their Nobel Prizes and the award ceremonies will be webcast live in full at Nobelprize.org. To commemorate this event, we have a display on a small table close to the main desk, consisting of biographies of past winners as well as some of their works.

Old Business:

There is no old business this month.

New Business:

- HVAC Noise in the Lobby
The squeaking noise from the HVAC unit above the front door needs to be investigated. However, the way in which the building was constructed makes the unit impossible to access without an access panel. Steve Cotton recommends that he would install a 3' x 2' access panel in the lobby ceiling. After a discussion, the Board approved this action.
- Staff Holiday Lunches
The Board agreed to provide the same type of lunch as last year for the library staff on Wednesday, December 14, 2011.
- Trustee Transfer to Book Account
A **motion** was made by Pauline Caron to transfer \$15,000 from the Trustee Account into the Book Account. The **motion was seconded** by William Bringhurst. All in attendance accepted the motion, **motion carried**.
- Library Technology Plan
Barbara Ostertag-Holtkamp distributed a draft technology plan for the Board to review.

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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, William Feldmann; Aye, Robert Collins; Aye, Betsy McKinney; 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 Bringham. All in attendance accepted the motion, **motion carried**.

The Board entered Non Public Session at 7:33 p.m.

Exit Non Public Session

Chair Vicki Stachowske requested a motion to exit Non Public Session. Pauline Caron made a **motion** at 7:53 p.m. to exit Non Public Session. The **motion was seconded** by William Feldmann. Board's **vote** 7-0-0.

A **motion** was made at 7:54 p.m. by Betsy McKinney to adjourn the meeting. The **motion was seconded** by William Feldmann. All in attendance accepted the motion, **motion carried**.

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

Minutes Typed by: Sally Nelson

Date: December 7, 2011

Respectfully submitted,

Sally Nelson
Assistant Director and Head of Circulation Services