

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES  
Minutes of June 1, 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, and John Velliquette. 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 April 6, 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 are currently working on plans for the Silent Auction to start on June 20 and run for one week. The next meeting is scheduled for June 15, 2011, at 7:00 p.m. in the library meeting room.

**Director's Report:**

Gifts Donated to the Leach Library –

- Shannon Noonan donated \$18.94 to purchase a copy of "Benson's Wild Animal Farm" by Bob Goldsack.

A **motion** was made by Betsy McKinney to accept the gifts. The **motion was seconded** by Pauline Caron. All in attendance accepted the motion, **motion carried**.

Programs –

- On Thursday, May 12, 2011, at 7:00 p.m., the library offered "Painting Myths and Legends" with Dr. Andrew Laurie Stangel. 28 individuals attended the program.
- On Thursday, September 15, 2011, at 7:00 p.m., the library will sponsor the program "Susan B. Anthony - The Invincible!" with Sally Matson. In this program, Susan B. Anthony is brought to life by performer Sally Matson. The play uses letters, speeches and diaries to highlight Miss Anthony's interactions

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with such notables as Frederick Douglass, Harriet Tubman, Horace Greeley, and Elizabeth Cady Stanton. The program is being co-sponsored with the Londonderry Historical Society.

- On Thursday, October 13, 2011, at 7:00 p.m., the library will have the program "Silent Movie Performance with Richard Hughes". In this program, silent movie pianist Richard Hughes will provide a glimpse into cinematic history as he discusses the silent film industry and performs several sample musical pieces of the day. He will then present several short comedy films with their musical accompaniment, including a Buster Keaton film, a Charlie Chaplin Film, as well as the Laurel and Hardy comedy *Habeas Corpus*.
- On Thursday, November 10, 2011, at 7:00 p.m., the library presents Rob Vellella as Nathaniel Hawthorne. In this program, actor Rob Vellella 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."

### Announcements -

- On February 7, 2011, it was discovered that some shingles had fallen off the roof. Steve Cotton was emailed about the issue. The roofers came on February 9, 2011, and they removed snow and ice and patched the shingles. The gutter will also need replacing. I emailed Steve Cotton on April 7, 2011 to get an update on the roof replacement. His response was "no specific date at this moment, the goal is during the summer months".

At 7:04 p.m. Karen Goodman and William Feldmann arrived at the meeting.

On April 28, 2011, I received an email from Steve stating that the bid specifications had been written up and should be submitted to the newspapers the following week. During the bid process, various roofers stopped by to examine the roof. A total of 5 bid proposals have been received, with cost estimates ranging from \$42,000-\$84,000. Steve Cotton asked if the Board still wants to see shingle samples and pick the color, or if the Board will agree to the roofer using the existing color or finding the closest possible match to the original shingle. The Board agreed to allowing the roofer to use the existing color or pick the closest match.

- On April 13, 2011, I met with a representative from Virtual Town Hall to discuss the library's webpages on the Town's new website. The new website will tentatively be launched in May, so all information, links, etc. will need to be evaluated to determine what will end up on the new site. I have been working directly with the company on updating the website. We have not received a definite date from the Town as to when the site will go live.

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#### **Assistant Director and Head of Circulation Services Report:**

- During the month of May, the total number of adult and children's materials circulated was 25,856, a 2.27% increase over May 2010.
- Jennifer DeVillar, the Senior Children's Librarian, has received a donated \$25.00 gift certificate from the 99 Restaurant for the children's summer reading program.
- I have received donations for the Young Adult summer reading program of 6 all-day passes from Canobie Lake; 2 free 18-hole rounds of golf from the Londonderry Country Club; and 4 cases of spring water from Hannaford's Supermarket.
- In June, the children's room has begun sign-up for the Summer Reading Program. The Children's Summer Reading Programs kick-off with a series of movies at the end of the month. On June 28 we will be showing *Everyone's Hero*, on June 29 we will be showing *Anastasia*, and on June 30 we will be showing *Ferngully*. Registration for the movies is required and begins on Monday, June 27.
- Sign-up for the Young Adult Summer Reading Program has also begun. The evening meetings kick-off with a showing of the movie, *Percy Jackson & the Olympians: the Lightning Thief*. This is based on the book that will be our discussion book later in the summer.

A **motion** was made by Pauline Caron to accept the gifts. The **motion was seconded** by Betsy McKinney. All in attendance accepted the motion, **motion carried**.

#### **Assistant Director and Head of Reference Services Report:**

- The reference staff answered 842 reference questions in May which is a 5.25 % increase in questions from last May and answered 88 directional questions. We had 784 Internet logons.
- The second Adult Summer Reading Program has begun. Adults may join the children and young adults in challenging themselves to read more this summer. For each book read you will receive a raffle ticket to enter into weekly drawings. We will also feature a trivia contest each month testing your geographic knowledge or research skills. Every entrant that answers all questions correctly will be entered into a monthly prize drawing. The adult who reads the most books during the summer will receive a grand prize basket.
- Our display on the large table features the first installment of this Summer Reading Program with the theme Novel Destinations. Here you can let yourself travel to places set in Canada, Mexico, the Caribbean, South America, and all areas of the United States, including the Plains, the South, the West, and the Midwest.
- Our smaller display has how-to books and DVDs on gardening. Unearth the gardener in you and grow some beautiful flowers and healthy fruits and vegetables this summer.

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**Old Business:**

- Group and Quiet Study Room Policies-

Barbara Ostertag-Holtkamp distributed the revised policies that had been discussed at the previous meeting. A discussion ensued.

A **motion** was made by Betsy McKinney to accept the policies as amended. The **motion was seconded** by Pauline Caron. All in attendance accepted the motion, **motion carried.**

**New Business:**

- Put current magazine issues back on display shelves-

Barbara Ostertag-Holtkamp asked the Board if they thought the current issues of magazines should be returned to the display racks instead of being kept behind the circulation desk. A discussion ensued.

A **motion** was made by Betsy McKinney to return the current issues of magazines to the display racks. The **motion was seconded** by Karen Goodman. All in attendance accepted the motion, **motion carried.**

- Town Council Goals and Objectives-

Pauline Caron made the Board aware of a goal and objective of the current Town Council to “study the feasibility of combining the Library and Cable Divisions to be funded with cable franchise fees and property tax support.”

**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, Karen Goodman; Aye, John Velliquette.

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A **motion** was made by Pauline Caron to allow Barbara Ostertag-Holtkamp and Kathy Mague to attend non public session as the subject pertains. The **motion was seconded** by Karen Goodman. All in attendance accepted the motion, **motion carried.**

The Board entered Non Public Session at 7:26 p.m.

**Exit Non Public Session**

Chair Vicki Stachowske requested a motion to exit Non Public Session. William Feldmann made a **motion** at 7:51 p.m. to exit Non Public Session. The **motion was seconded** by Vicki Stachowske. Board's **vote** 6-0-0.

A **motion** was made by William Feldmann to accept the recommendation of the library staff. The **motion was seconded** by Betsy McKinney. All in attendance accepted the motion, **motion carried.**

A **motion** was made at 7:52 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: June 1, 2011

Respectfully submitted,

Sally Nelson  
Assistant Director and Head of Circulation Services