

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of April 4, 2012

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Call to Order:

The meeting was called to order at 7:01 p.m. by Vice Chair Betsy McKinney. The following board members were in attendance: Pauline Caron, John Velliquette, Carol Introne, and Melissa Coffey. Also in attendance: Barbara Ostertag-Holtkamp, Library Director; Sally Nelson, Assistant Director and Head of Circulation Services; and Kathy Mague, Assistant Director and Head of Reference Services.

Election of Officers:

Betsy McKinney presented a slate of officers:

Pauline Caron – Chair
Robert Collins – Vice Chair
John Velliquette – Treasurer
Carol Introne – Secretary

All voted in favor, and the nominees were elected.

Secretary's Report:

The Secretary's Report for March 7, 2012 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 met on March 12, 2012 and discussed making decorative soaps to sell for Mother's Day, and the arrangements for a Cakeless Bake Sale in May. At this time, the Friends will not be giving money to the library, but they will revisit this next month. The next meeting is scheduled for Monday, April 9 at 1:00 p.m. in the library meeting room.

William Feldmann arrived at 8:07 p.m.

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Director's Report:

Gifts Donated to the Leach Library –

- Ms. Sophie Goritski donated \$25.00 to the library.

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

Programs –

- On Thursday, March 15, 2012, at 7:00 p.m., the library held “Edible Landscape Design” with Barbara Emerson. 64 participants attended 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.

Joe Green, Town Council Liaison arrived at 8:09 p.m.

Announcements -

- On Thursday, March 8, 2012, the roof leak was repaired. We have not had any additional leaks since the repair.
- On Monday, March 12, 2012, a radiator sprang a leak in the reference department. The leak was contained, and the faulty valve got replaced on March 22, 2012.
- On Thursday, March 15, 2012, the library's boiler passed its annual inspection.

Robert Collins arrived at 8:10 p.m.

Assistant Director and Head of Circulation Services Report:

- During the month of March, a total of 28,958 materials were circulated for an increase of 3.26% over March 2011, as well as an additional 989 downloadable audio books and e-books.
- A total of 1,005 participants took part in 17 Children's Room programs and activities this March. The Exotic Animals Encounter program was so popular that 100 people attended the program and there was a long waiting list. The decision was made to add a second program a week later and 88 people attended.
- The subject of the Spotlight Display in the Children's Room, that each month highlights books from different areas of the collection, is *Discover Something New*. Stop by and check out some of our materials on field guides and learn about natural habitats.
- Come to the library on Monday, April 9 from 4:00-5:00 p.m. to hear stories of plants and gardens and how to protect the environment. Each participant will receive a paper mache flower pot to decorate at home and instructions on how to grow beans. This program is open to 90 participants. Advance registration for this fun program is required and began at 9:00 a.m. on Monday, April 2. To register, call 603-432-1127 or stop by the Children's Room.
- The Children's Room is pleased to offer a *Rendezvous with Raptors* on Monday, April 16 from 4:00-5:00 p.m. when the New England Reptile and Raptor Exhibits visit the library. Get up-close and personal with a Red-Tailed Hawk, a Gyrfalcon, a Great Horned Owl and more. This program is open to 90 participants. Advance registration for this thrilling encounter is required and begins at 9:00 a.m. on Monday, March 12. To register, call 603-432-1127 or stop by the Children's Room.
- On Monday, April 23 from 10:00-11:00 a.m. *or* from 1:00-2:00 p.m., come and celebrate Spring at one of our two craft programs to build a birdhouse. All participants will also receive a recipe for a pine cone birdfeeder. Each session is open to 50 participants. Advance registration is required and begins at 9:00 a.m. on Monday, April 16. To register, call 603-432-1127 or stop by the Children's Room.
- Come to the library on Monday, April 30 from 4:00-5:00 p.m. to visit the circus. During this exciting program, participants will hear stories of interesting animals, amazing feats of strength and daring acts of bravery. Each participant will leave with a special prize. This program is open to 90 participants. Advance registration for this fun program is required and begins at 9:00 a.m. on Monday, April 23. To register, call 603-432-1127 or stop by the Children's Room.
- A donation of two 18-hole rounds of golf was received from the Londonderry Country Club for the Young Adult Summer Reading Program.

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A **motion** was made by John Velliquette to accept the gift. 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 838 questions in March and 78 directional questions. We logged 566 people onto the Internet.
- We have tied this month's display on the Titanic to the 100 anniversary of this horrific disaster. We have a significant number of nonfiction books that describe what happened on this fateful day and also many fiction books and movies to help you get a sense of what it must have been like. We also have books on shipwrecks and ocean exploration if your interest lies in the archaeological aspects of the sunken ship.

Old Business:

- FY 12/13 –

Barbara Ostertag-Holtkamp distributed a final FY 12/13 budget spreadsheet that included line item adjustments for the approved budget. Some full-time and part-time positions have been eliminated.

A **motion** was made by Betsy McKinney to accept the FY 12/13 budget as written. The **motion was seconded** by Robert Collins. All in attendance accepted the motion, **motion carried**.

- Statistical Benchmarks –

Barbara Ostertag-Holtkamp distributed the library benchmarks that showed the five-year growth trend in circulation, reference transactions, program attendance, and children and young adult program participants. A discussion ensued over the challenges of managing the operations with increased usage.

Public Comment:

Joe Green briefly discussed the budget, and the direction the Town Council will be looking to pursue in the future.

Non Public Session:

Enter Non Public Session

Chair Pauline Caron 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

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right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.

Roll Call Vote: Aye, Betsy McKinney; Aye, William Feldmann; Aye, Robert Collins; Aye John Velliquette; Aye, Carol Introne; Aye, Melissa Coffey.

A **motion** was made by Robert Collins to allow Barbara Ostertag-Holtkamp to attend non public session as the subject pertains. The **motion was seconded** by John Velliquette. All in attendance accepted the motion, **motion carried**.

The Board entered Non Public Session at 7:50 p.m.

Exit Non Public Session

Chair Pauline Caron requested a motion to exit Non Public Session. John Velliquette made a **motion** at 8:10 p.m. to exit Non Public Session. The **motion was seconded** by Carol Introne. Board's **vote** 7-0-0.

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

A **motion** was made at 8:11 p.m. by John Velliquette 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: April 4, 2012

Respectfully submitted,

Sally Nelson
Assistant Director and Head of Circulation Services