

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of November 6, 2013

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Call to Order:

The meeting was called to order at 7:00 p.m. by Chair Betsy McKinney. The following board members were in attendance: Pauline Caron, Melissa Coffey and John Curran. 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.

Secretary's Report:

The Secretary's Report for October 2, 2013 was distributed prior to the meeting. No changes were made. A **motion** was made by Pauline Caron to accept the minutes as written. The **motion was seconded** by Melissa Coffey. All in attendance accepted the motion, **motion carried**.

Treasurer's Report:

The Treasurer's Report for July 1, 2013 to September 30, 2013 was distributed by Pauline Caron. A **motion** was made by Pauline Caron to accept the Treasurer's Report. The **motion was seconded** by Betsy McKinney. All in attendance accepted the motion, **motion carried**.

Friend's Report:

Pauline Caron reported that the Friends met to discuss arrangements for the holiday sales. This year they will be offering chocolate covered pretzels, bird seed, dog treats, angels, and poinsettias beginning on November 23, 2013. In October a money jar was set up for donations and it is doing well.

The next Friends meeting is Saturday, November 16, 2013 at 9:30 a.m. to get things ready for the holiday sales.

Director's Report:

Gifts Donated to the Leach Library –

There were none this month.

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Programs –

- On Thursday, October 17, 2013, at 7:00 p.m., the library held Chris Daley's "Haunted History of New England". 81 individuals attended the program.
- On Thursday, November 14, 2013, at 7:00 p.m., the library will hold a concert with "Banjos and Old Lace" starring Sarah Jane Nelson and Bob Phillipps. Banjos & Old Lace perform classic banjo pieces for piano and banjo as well as Old Time southern tunes for fiddle and guitar. Mr. Phillipps is a regular feature at coffee houses throughout Massachusetts, and has been a first place winner at the Lowell Banjo & Fiddle Contest in recent years. Ms. Nelson is also a member of the Gypsy Minor dance band and can be heard at barn dances and folk festivals across New England. The Friends of the Londonderry Leach Library will be sponsoring this program.
- On Thursday, January 16, 2014, at 7:00 p.m., the library will host "Treasures of the Vatican". This slideshow lecture will feature great works of art commissioned and collected by popes and belonging to the Patrimony of St. Peter, and will be presented by the ever popular Dr. Andrew Laurie Stangel, Professor of Art History and Civilization, UNH Manchester.
- On Thursday, February 13, 2014, at 7:00 p.m., the library will offer "Songs of Old New Hampshire" with Jeff Warner. The program draws heavily on the repertoire of traditional singer Lena Bourne Fish of Jaffrey and Temple, New Hampshire. Mr. Warner offers the songs and stories that, in the words of Carl Sandburg, tell us "where we came from and what brought us along." These ballads, love songs and comic pieces reveal the experiences and emotions of daily life in the days before movies, sound recordings and, for some, books. Songs from the lumber camps, the decks of sailing ships, the textile mills and the war between the sexes offer views of pre-industrial New England and a chance to hear living artifacts from the 18th and 19th centuries.
- On Thursday, March 20, 2014, at 7:00 p.m., the library will have "Bird watching in New Hampshire" presented by Eric Masterson. In this presentation, Mr. Masterson focuses on the when of finding the more than 300 species of birds that occur annually in New Hampshire. He will share anecdotes from the field, including a few that illustrate the ultimate question, why we go birding. This audiovisual presentation will focus on making sure you don't miss that special moment, be it a flight of hawks in Hancock, or a collection of storm-grounded water birds along the Connecticut River.
- On Thursday, April 17, 2013, at 7:00 p.m., the library will have "Abbot & Downing and the Concord Coach" by Peter James. Mr. James will conduct a multimedia presentation about the history of the Abbot and Downing Company over its approximately 100 years of active existence in Concord, New Hampshire. Included in the presentation will be photographs and descriptions of all of the remaining Concord Coaches which are located in New Hampshire. This program is being sponsored by the Londonderry Historical Society.

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- On Thursday, May 22, 2013, at 7:00 p.m., the library welcomes Joshua Judge who will present "Forecasting for TV". In his presentation, WMUR Meteorologist Mr. Judge discusses what it is like to forecast New Hampshire weather in combination with how it ties in with forecasting on live television. His talk focuses on how meteorologists prepare to forecast, develop the forecast, and he will highlight the tools used for computer models and forecasting data. Mr. Judge will demonstrate this live on the internet. Then he explains how they use that data to get ready for the show. The presentation also incorporates video of how green screen works. Audience members will also be treated to a behind the scenes look at WMUR.

Announcements -

- The library's FY14-15 proposed budget will be presented on Saturday, November 16, 2013, in the Moose Hill Conference Room in Town Hall.

Assistant Director and Head of Circulation Services Report:

- There were 697 participants took part in 16 Children's Room programs and activities. The two Halloween programs and costume parades were very popular.
- On Monday, November 18 from 4:00-5:00 p.m. come to the children's room to take part in a Harvest Book Bingo. Join us to play an exciting picture version of this popular game. This fun-filled program is open to 90 participants of all ages. Advance registration is required and begins on Tuesday, November 12 at 9:00 a.m. To register, call 603-432-1127 or come into the children's room.
- The children's room will be offering the following programs as part of Fall Session 2: Story Time, Shake, Move and Read, and Toddler Time. These programs are ongoing through November 21 so come in and register or call the children's room at 432-1127 for program details and registration.
- The library will be pre-ordering t-shirts and other items for next summer's children's reading program. The theme for the program is *Fizz, Boom, Read*, and there are several styles of items available for both children and adults. Stop by the children's room and pick up a brochure and order form. Orders are due to the library by closing on Saturday, November 23, with delivery expected in early spring of 2014.

William Feldmann arrived at 7:12 p.m.

Assistant Director and Head of Reference Services Report:

- We answered 1,196 reference questions and had 148 directional transactions in October. We logged 565 people onto the Internet.

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- Our display this month is International Cuisine. Among the many library materials highlighted are cookbooks focusing on a variety of regional and national cuisines like The German Kitchen: Traditional Recipes, Regional Favorites by Christopher Knuth or Indian Cooking Unfolded by Raghavan Igyar. Also available are books from foodies and chefs such as On the Noodle Road: from Beijing to Rome, with Love and Pasta by Jen Lin-Liu or The Tucci Cookbook, by Stanley Tucci.

Old Business:

- Proposed FY14/15 Budget
Barbara Ostertag-Holtkamp informed the Board that the proposed library budget was reduced by \$32,952 in order to be a default budget as per the Town Manager directive. The amount was removed from the books and periodicals line item.

Robert Collins arrived at 7:18 p.m.

Barbara Ostertag-Holtkamp told the Board that she has heard from Susan Hickey, Finance Director, that the budget books will not be available until sometime next week, close to the budget hearing date. Pauline Caron mentioned that the report from the auditors has not been received yet due in part to a discrepancy in the Town's Undesignated Fund Balance.

New Business:

- Staff Holiday Luncheon
Betsy McKinney asked for information on how last year's staff luncheon was received. Barbara Ostertag-Holtkamp said that the pizzas and desserts went well but she suggested including more salads this year. A discussion ensued and it was decided to select a date at next month's board meeting.

Non Public Session:

Enter Non Public Session

Chair Betsy McKinney 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, Betsy McKinney; Aye, Robert Collins; Aye, William Feldmann; Aye, Melissa Coffey; Aye John Curran.

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

Exit Non Public Session

Chair Betsy McKinney requested a motion to exit Non Public Session. Pauline Caron made a **motion** at 7:42 p.m. to exit Non Public Session. The **motion was seconded** by William Feldmann. Board's **vote**: 6-0-0.

A **motion** was made by Robert Collins to give the Director an over classification award in accordance with the Library Personnel Policy, for an Outstanding evaluation. The **motion was seconded** by William Feldmann. All in attendance accepted the motion, **motion carried**.

A **motion** was made at 7:43 p.m. by Pauline Caron to adjourn the meeting. The **motion was seconded** by Robert Collins. All in attendance accepted the motion, **motion carried**.

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

Minutes Typed by: Sally Nelson

Date: November 6, 2013

Respectfully submitted,

Sally Nelson
Assistant Director and Head of Circulation Services