

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of March 5, 2014

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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; Kathy Mague, Assistant Director and Head of Reference Services; and Joe Green, Town Council Liaison.

Public Comment:

Pauline Caron stated that she attended the Town Council meeting on Monday night because she had been upset that at the previous Town Council meeting Councilor Freda and Finance Director Susan Hickey suggested furloughing the library staff and closing some library hours in an effort to save money for the legal fees and firefighters overtime. Pauline Caron said that Chairman Farrell apologized and stated that he understood that the Town Council does not have authority over the library and cannot implement such recommendations. He has spoken to the Councilor Freda and the Finance Director to that effect. Chair Betsy McKinney added that it was important for the staff to know that the Board has no intention of furloughing staff or reducing hours as the library is managing its budget well.

William Feldmann arrived at 7:02 p.m.

Secretary's Report:

The Secretary's Report for January 8, 2014 was distributed prior to the meeting. No changes were made. A **motion** was made by Melissa Coffey to accept the minutes as written. The **motion was seconded** by Pauline Caron. All in attendance accepted the motion, **motion carried**.

Treasurer's Report:

The Treasurer's Report for October 1, 2013 to December 31, 2013 was distributed by Pauline Caron. A **motion** was made by Melissa Coffey 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 have given \$300.00 to the library for the Young Adult summer reading program, and \$923.40 for some of the children's July summer

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reading program.

The next Friends meeting is March 10, 2014 at 1:00 a.m.

Director's Report:

Gifts Donated to the Leach Library –

- The Friends of the Londonderry Leach Library donated \$300 to the Young Adult Summer Reading Program.
- The Friends of the Londonderry Leach Library have donated \$923.40 to sponsor the July 9, 2014 children's program (Animal Defenses - \$295); July 23, 2014 children's program (Coded Messages -\$328.40), and; the July 30, 2014 children's program (Motion Man - \$300).
- Ms. Doris Labbe made a donation of \$25.00 to the library.

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

Programs –

- On Thursday, January 16, 2014, the library hosted "Treasures of the Vatican" presented by Dr. Andrew Laurie Stangel. 97 individuals attended the presentation,
- On Thursday, February 13, 2014, the library canceled "Songs of Old New Hampshire" with Jeff Warner due to inclement weather. The program has been rescheduled for June 19, 2014.
- 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.
- On Thursday, May 22, 2013, at 7:00 p.m., the library welcomes Josh 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

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meteorologists prepare and 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 elevator passed the annual inspection on February 4, 2014. We are waiting for an updated inspection certificate.
- The library is doing very well financially this fiscal year with our budget currently running at 63% expended.

Assistant Director and Head of Circulation Services Report:

- There were 672 individuals participated in 14 Children's Room programs and activities.
- The New Hampshire Audubon's McLane Center will be at the library on Monday, March 10 from 4:00 – 5:00 p.m. with their Avian Adventure program. A live raptor such as a barred owl, peregrine falcon, or red-tailed hawk may make an appearance at the end of the program. This program is open to 90 participants and advance registration is required and begins on Monday, March 3. To register, please call 603-432-1127, or stop by the children's room.
- Come to the library on Monday, March 24 from 4:00 - 5:00 p.m. to celebrate all things crocodilian. During this program we will hear stories of alligators and crocodiles and learn the differences between them. Participants will have the chance to dance to the 'crocodile rock' and leave with a foam alligator visor. This program is open to 90 participants and advance registration is required, beginning on Monday, March 17. To register, please call 603-432-1127, or stop by the children's room.

Robert Collins arrived at 7:12 p.m.

- Alan Hoffman donated a copy of *Bravo for Bravo* by Sarah Tuck Gillens for the children's collection.
- Melissa Haas donated the following titles for the children's room collection: *The 39 Clues: Breakaway* by Jeff Hirsch; *The Genius Files: From Texas with Love* by Dan Gutman; *Who was Alexander Graham Bell?* by Bonnie Bader; *Who was Charles Darwin?* by Deborah Hopkinson; *Who was Roald Dahl?* by True Kelley; *Who was Sally Ride?* by Megan Stine; *What if You Had Animal Teeth?* by Sandra Markle; and *Founding Mothers: Remember the Ladies* by Cokie Roberts.

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

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Assistant Director and Head of Reference Services Report:

- We answered 806 reference questions and had 157 directional transactions in February. We logged 437 people onto the Internet.
- The reference display this month coincides with our Birdwatching in New Hampshire program on March 20. Some of the newer books highlighted are Imperial Dreams: Tracking the Imperial Woodpecker through the Wild Sierra Madre, by Tim Gallagher, Birdwatching in New Hampshire, by Eric Masterson, and Why do Bluebirds Hate Me? by Mike O'Connor and Olivia Miller. We also have different birdseed recipes for you to take home to attract various types of birds.
- As part of the Adult Summer Reading program we have asked area businesses for donations of gift certificates. We have received four (4) \$5.00 gift cards from Sweet Kiwi Frozen Yogurt, a \$20.00 gift card from Prosciuttos Pizza, \$20.00 from Janie's Uncommon Café, and a \$25.00 gift card from The Coach Stop Restaurant and Tavern.

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

Old Business:

There is none this month.

New Business:

- Staffing Changes
The Public Services Librarian resigned as she moved out of state. We are in the process of hiring this position. Our two high school pages will be leaving soon as they are graduating high school this year and will be replaced soon.
- Materials Reorganization
Barbara Ostertag-Holtkamp stated that she is looking to solve certain issues, and the savings on personnel would help to make this possible. The first issue is that the library is running out of shelving space in certain areas and she would like to order new fiction shelving for a cost of \$4,501.18. There are other shelving issues that will need to be addressed in the future.
- Staff Copier
The current staff copier is between ten and eleven years old and could stop functioning at any time. After comparing five different options, the replacement purchase of \$3145.00 is the lowest cost.

Barbara Ostertag-Holtkamp asked the Board for direction given the fact that the Town implemented a spending freeze. A discussion ensued. It was agreed that as

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the library was well within its budget, and as both the shelving and the new copier are critical to continued operation, these items should be purchased. Town Council Liaison Joe Green suggested also looking at the option of leasing a copier instead of purchasing it.

A **motion** was made by Pauline Caron to spend up to \$7,700.00 on shelving and a new copier. The **motion was seconded** by Robert Collins. All in attendance accepted the motion, **motion carried**.

- Recognition of William Feldmann
Chair Betsy McKinney thanked William Feldmann for his service with the Board and presented him with a clock in recognition of his tenure.
- Comprehensive Annual Financial Report For the Fiscal Year Ended June 30, 2013 and the Town Report 2013
Barbara Ostertag-Holtkamp stated that the library figures listed for 2012 in the above reports are incorrect. The correct numbers were e-mailed to Finance Director Susan Hickey last July but incorrect numbers were put into the reports. Barbara Ostertag-Holtkamp notified Finance Director Susan Hickey prior and after the draft report was completed. Unfortunately, in the final report the errors were not corrected.

A **motion** was made at 7:38 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: March 5, 2014

Respectfully submitted,

Sally Nelson
Assistant Director and Head of Circulation Services