

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of April 2, 2014

Page 1 of 5

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, Carol Introne, Melissa Coffey, and Cynthia Peterson. 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 March 5, 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 Betsy McKinney. All in attendance accepted the motion, **motion carried**.

Friend's Report:

Pauline Caron reported that the Friends met to discuss the Cakeless Bake Sale that will begin May 1, and Christmas sale items.

The next Friends meeting is April 14, 2014 at 1:00 a.m.

Robert Collins and Joe Green, Town Council Liaison arrived at 7:02 p.m.
John Curran arrived at 7:03 p.m.

Election of Officers:

Pauline Caron nominated the following individuals for officer positions:

Betsy McKinney – Chair
Robert Collins – Vice Chair
Melissa Coffey - Secretary

Robert Collins nominated the following individuals for officer positions:

Pauline Caron – Treasurer

All voted in favor, and the nominees were elected.

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of April 2, 2014

Page 2 of 5

Director's Report:

Gifts Donated to the Leach Library –

- The Londonderry Historical Society donated \$50.00 to the library.

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

Programs –

- On Thursday, March 20, 2014, the library offered “Bird watching in New Hampshire” presented by Eric Masterson. 61 individuals attended the presentation.
- On Thursday, April 17, 2014, 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, 2014, 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 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.
- On Thursday, June 19, 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.

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES

Minutes of April 2, 2014

Page 3 of 5

Announcements -

- Some damaged meeting room tiles need to be replaced. It was thought that a border could be done around the room, thus resolving the issue. However, the damage has been discovered to be more extensive and Steve Cotton is exploring the alternatives. Chair Betsy McKinney asked about financing if the whole floor needs replacing. Barbara responded that Steve Cotton is looking into the possibility of paying for it through the Expendable Maintenance Trust Fund. The existing tile no longer is available in the same color so a new color will need to be selected, and Barbara Ostertag-Holtkamp asked the Board if they had a preference. The Board responded that something neutral, similar to the existing color would be a good choice.
- Barbara Ostertag-Holtkamp informed the Board that a new Public Services Librarian has been hired. Megan Carroll will start at the library this month. In addition, both the Library Pages are graduating high school this year and we are hiring replacements. One candidate will be tested tomorrow and we may be advertising in the high school as well. Cynthia Peterson suggested that the library could also consider advertising for free at the New Hampshire unemployment office.
- This week, a leak next to the sprinkler head in the lobby has damaged the ceiling sheet rock. It cannot be determined whether or not the leak was from a sprinkler head until the sheetrock is removed. Barbara Ostertag-Holtkamp and Steve Cotton have discussed replacing the sheet rock with ceiling tiles to make future access easier should an additional issue arise. The Board agreed that this could be a good solution.

Assistant Director and Head of Circulation Services Report:

- There were 1,049 individuals participated in 14 Children's Room programs and activities.
- Come to the library on Monday, April 14 from 4:00 – 5:00 p.m. to visit with Big Joe the Storyteller. Participants will hear stories of the spring season. There are lots of props and puppets and a great deal of audience participation that will leave the audience giggling with delight. This exciting program is open to 90 participants and advance registration is required and begins on Monday, April 7. To register, please call 603-432-1127, or stop by the children's room.
- Starting Monday, April 14 through closing on Saturday, April 19, during National Library Week, for each children's item checked out from the library you will earn a raffle ticket for a chance to win a cool book bag.
- Starting Monday, April 14 through closing on Saturday, April 19, during National Library Week, patrons will have the chance to create a book worm door hanger. Stop by the Children's Room desk to pick up the supplies and create your own masterpiece in the library, or in your own home.

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES

Minutes of April 2, 2014

Page 4 of 5

- On Monday, April 28 from 4:00 - 5:00 p.m., the Children's room will be celebrating Earth Day with a special Book Bingo program. All participants will win and have a chance to select books from our donations table. This amazing program is open to 90 participants and advance registration is required and begins on Monday, April 21.
- The Children's Room is offering a fun new game during April vacation week, Scavenger Hunt Bingo. From Monday, April 28 through Saturday, May 3, participants may pick up a bingo card in the Children's Room, then travel the library and collect items that will make bingo. Return the items to the Children's Room for a special treat and a raffle ticket for a chance to win a prize bag.
- Spring Session 2 programs begin in May and sign up begins at 9:00 a.m. on Monday, April 28. The programs offered are Story Time, Shake, Move & Read, and Toddler Time. Advance registration for these entertaining programs is required.
- The library has received the following donations:
 - four all-day Canobie Lake passes for the Young Adult 2014 Summer Reading Program.
 - Ms. K. R. Feinstein donated a copy of her book *The Adventures of Jethro and Fritz* to add to the Children's Room collection.
 - Ms. Melissa Haas donated two books, *Who was Maurice Sendak?* by Janet B. Pascal and *I am Abraham Lincoln* by Brad Meltzer, to add to the Children's Room collection.

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**.

Assistant Director and Head of Reference Services Report:

- We answered 973 reference questions and had 177 directional transactions in March. We logged 522 people onto the Internet.
- The reference display this month is all about the West, including such topics as The California Gold Rush, Manifest Destiny, and Native Americans.
- We have received a \$25 gift certificate from T-Bones/Cactus Jacks and two (2) \$20 gift certificates from Coffeeberries for the Adult Summer Reading Program.

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

Old Business:

- Materials reorganization
Barbara Ostertag-Holtkamp reported that she will need an additional appropriation of \$5638.05 to last month's appropriation in order to purchase

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of April 2, 2014

Page 5 of 5

shelving for fiction and non-fiction stacks. Melissa Coffey asked about the cost of delivery and installation and Barbara Ostertag-Holtkamp responded that these are included in the total. With regard to the copier, she has signed a maintenance contract for now. Barbara Ostertag-Holtkamp thanked Joe Green for his suggestion of leasing rather than purchasing a copier. This will save the library between \$500.00 and \$800.00 a year when we do lease rather than purchase a copier.

A **motion** was made by Robert Collins to appropriate an additional \$5,640.00 for library shelving. The **motion was seconded** by Pauline Caron. All in attendance accepted the motion, **motion carried**.

New Business:

- Meeting room floor
This was discussed in the Director's Report.
- Page position
John Curran asked about the requirements for the position of Library Page. Barbara Ostertag-Holtkamp responded that applicants need to be able to push a cart weighing 250 lbs and understand the Dewey decimal system among other things.

A **motion** was made at 7:30 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: April 2, 2014

Respectfully submitted,

Sally Nelson
Assistant Director and Head of Circulation Services