

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of January 6, 2016

Page 1 of 4

Call to Order:

The meeting was called to order at 7:05 p.m. by Chair Betsy McKinney. The following board members were in attendance: Pauline Caron, Carol Introne, 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 December 2, 2015 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 Carol Introne. All in attendance accepted the motion, **motion carried**.

Friend's Report:

The Friends did not meet in December. They had a very successful holiday sale. The next meeting is scheduled for Monday, January 11, 2016, at 1:00 p.m. in the library meeting room.

Director's Report:

Gifts Donated to the Leach Library –

- Mr. Kenneth Shields donated a one year subscription to *Money* magazine and *Vogue* magazine.
- Mr. Marshall Peck III donated some original drawings for the children to use as coloring sheets.
- Mr. Robert Fitzsimmons donated \$5.00 to the library for museum passes.
- Ms. Margaret Wang donated \$720.00 to the library to purchase DVDs.

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

Programs –

- On Thursday, January 21, 2016, at 7:00 p.m., the library will host Mr. Will Broussard, Outreach Coordinator for the Mount Washington Observatory. He will discuss the unique weather at the summit of the mountain and shed light on the weather observers who man the observatory year-round. He will also explore

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES Minutes of January 6, 2016

Page 2 of 4

how the mountain's weather works and what it can tell us about our own unique New England weather patterns.

- On Thursday, February 18, 2016, at 7:00 p.m., the library will present "Painting the Sky: the Northern Lights" featuring Dr. Alexa Halford. She will discuss the lore of the Aurora, how it has been scientifically studied, and what we are still learning about these mysterious lights. Also included in this presentation are recent images of the Northern Lights taken by Dr. Halford herself.
- On March 24, 2016, at 7:00 p.m., the library will offer "A Walk Back in Time: The Secrets of Cellar Holes" with author and historian Ms. Adair Mulligan. Ms. Mulligan will explore the rich story to be discovered in what remains of long-forgotten structures in New Hampshire. Witness how one town has helped stimulate interest in its future through the past by creating an inventory of its cellar holes and piecing together the clues in the landscape.
- On April 21, 2016, at 7:00 p.m., the library will have the program "Four Centuries of Fishing in New Hampshire". Join us as historian and author Mr. Jack Noon discusses the history of fishing in New Hampshire, and learn about the different ways people once fished, the fish originally local to the area, and the current fishing regulations and their effect on the fish population today.
- On May 19, 2016, at 7:00 p.m., the library will host "Songs of World War II" with Mr. Richard Kruppa. Mr. Kruppa brings to light fascinating and unfamiliar stories about some of our most beloved American songs from 1939 - 1945. He sings these fascinating songs and shares the largely unknown stories behind them while playing guitar, five-string banjo, or baritone ukulele.
- On June 16, 2016, at 7:00 p.m., the library will feature "Arthurian Revival in New England". How did the legend of King Arthur take root in America and how did we make it our own? Join independent scholar Dr. Clia Goodwin for an illustrated presentation as she explores two New England interpretations of King Arthur: "A Connecticut Yankee in King Arthur's Court" and the Edwin Austin Abbey mural series depicting the quest for the Holy Grail.

Announcements -

- On December 2, 2015, the fire extinguishers were inspected. They all passed inspection.
- On December 7, 2015, the Town's IT consultants started the process to migrate the data from the current system to the new system. It was determined that a rebuild would need to be done over the weekend and the data migration would be done after the rebuild on December 14, 2015. The library's administrative staff is continuing to set up the new system. Once completed, the staff training schedule will be revised and implemented.

Assistant Director and Head of Circulation Services Report:

- The second half of Winter Session 1 programs began today. Craft Time, Shake, Move, & Read and Toddler Time are offered. For information call or stop by the children's room.

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES Minutes of January 6, 2016

Page 3 of 4

- Come to the library on Monday, January 11 from 4:00 – 5:00 p.m. to explore the many delights of a winter wonderland in our *Frosty Fun* program. Participants will hear stories *Snowmen at Night* and a zippy *Red Sled* while they enjoy an adventurous romp through the many joys of winter. Play a mitten matching game, and those participants that wish may stay to watch the animated classic *The Snowman*. This entertaining program is open to 90 participants. Advance registration is required and began on Monday, January 4. To register, please call 603-432-1127, or stop by the children's room.
- Come to the library on Monday, January 25 from 4:00 – 5:00 p.m. and have fun with a *Magic and Juggling Show*. Robert Clarke, magician, juggler and funny man, will take participants on a fun-filled adventure of non-stop action. This laughter-filled program is open to 90 participants. Advance registration is required and begins on Tuesday, January 19. To register, please call 603-432-1127, or stop by the children's room.
- The library is pleased to announce an exciting new reading program for families of pre-school children. *One Thousand Books Before Kindergarten* is a nationwide early literacy initiative that encourages families to read to their young children and to use the resources available to them at their public libraries. This program is open to participants from birth through age 5. Come to the children's room to register and receive your first reading log. When you complete your first 100 books, come back with the log to receive an achievement stamp, a small prize, and your next log. After completing your first 500 books, you will receive a special growth chart. Reach 1,000 books and you will receive your very own library book bag with the special NH 1,000 Books Before Kindergarten logo (while supplies last).
- Come to the children's room for information on our *Star Reader* and *Reading Patch Club* programs. *Star Reader* participants will receive a stamp for each pre-determined number of books read. Collect all the stamps for a completion certificate, a magnetic picture frame, and a star to decorate and put on the Star Reader wall. The *Reading Patch Club* is a self-paced program aimed at introducing children to a variety of books in 23 different categories. As each category is completed the participant receives a sticker for their reading log. Once all 23 categories are completed, the participant will receive a Star Reader patch.
- Come to the library on Wednesday, January 20 from 6:00 – 7:00 p.m. for our Young Adult Bank Robbery Mystery event. All participants in grades 6 through 12 will work as a group to sort through clues and solve the mystery of who robbed the bank! In addition at this special event, snacks and drinks will be served and there will be a raffle for fun door prizes. No sign up is necessary.

Assistant Director and Head of Reference Services Report:

- The Leach Library has 590 facebook fans and we had over one hundred visits to our blog page in December. These are both excellent ways for people to connect to the library and discover what programs are forthcoming.
- The New Year often urges us to gain new health habits. Whether you want to be more healthy, slim down, or have a condition that necessitates a certain way of

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of January 6, 2016

Page 4 of 4

eating, our display on dieting should help. You could try The Blue Zone Solution: Eating and Living like the World's Healthiest People, Gluten-Free Girl American Classics Reinvented, The 22-Day Revolution: The Plant-based Program that will Transform Your Body, Reset your Habits, and Change Your Life, or the numerous other titles on display.

Old Business:

- ILS
Barbara Ostertag-Holtkamp gave the Board an update on the system migration. The migration went well, with over three million records transferred. Barbara Ostertag-Holtkamp, Kathy Mague, and Sally Nelson are working on setting up the system. Once the set-up is complete, they will test the functionality of the system. After this, the training schedules and manuals will need to be finalized so that the staff can be trained on the system. IT will also need to be trained to do system maintenance such as back-ups and rebuilds. After all this is completed, a second migration will be scheduled with IT. IT will first need to do a rebuild of Spectrum. Next, the staff will need to run various reports. Then the data migration will take place. When the migration has been completed, the reports will be run in Destiny to verify that the data has migrated successfully. Once we determine that the data migrated successfully, the system will need to be configured. It is estimated that the final migration will take approximately two weeks during which time the library will not have a system in place. Currently, we are looking at a final migration start date at the end of March, beginning of April.

New Business:

- None this month

A **motion** was made at 7:45 p.m. by Pauline Caron to adjourn the meeting. The **motion was seconded** by Carol Introne. All in attendance accepted the motion, **motion carried**.

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

Minutes Typed by: Sally Nelson

Date: January 6, 2016

Respectfully submitted,

Sally Nelson
Assistant Director and Head of Circulation Services