

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of June 7, 2017

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Call to Order:

The meeting was called to order at 7:07 p.m. by Chair Betsy McKinney. The following board members were in attendance: Pauline Caron, Robert Collins, Carol Introne, Melissa Coffey, John Curran, and Cynthia Peterson. 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 May 3, 2017 was distributed prior to the meeting. No changes were made. A **motion** was made by Carol Introne to accept the minutes as written. The **motion was seconded** by Robert Collins. Pauline Caron abstained as she was not present at the last meeting. All others in attendance accepted the motion, **motion carried**.

Treasurer's Report:

The Treasurer's Report for January 1, 2017 – March 31, 2017, was distributed by Pauline Caron. A **motion** was made by Robert Collins to accept the Treasurer's Report. The **motion was seconded** by Cynthia Peterson. All in attendance accepted the motion, **motion carried**.

Friend's Report:

The Friends did not meet last month. The Cakeless Bake Sale is ongoing. The next meeting is scheduled for Monday, June 12, 2017 at 1:00 p.m. in the library meeting room.

Director's Report:

Gifts Donated to the Leach Library –

- Mr. David Ellis donated an updated copy of his book "Cellar Holes, Roads, and Features in the Musquash, edition 2.1".

A **motion** was made by Pauline Caron to accept the donation. The **motion was seconded** by Melissa Coffey. All in attendance accepted the motion, **motion carried**.

Programs –

- On Thursday, May 18, 2017, the library offered "The Magic of the West: Yellowstone and Big Sky Country" by Rick Little. 40 participants attended the program.

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- On Thursday, June 15, 2017, at 7:00 p.m., the library will welcome Ms. Sherry Brandsema and Mr. Bob Hogan for an evening presentation of “Under the Sea: Underwater Photography”. In this slideshow presentation, Ms. Brandsema and Mr. Hogan will share diving gear, animal facts, and their own vibrant photographs. They will discuss the challenges of underwater photography and the creatures of the Caribbean including starfish, coral, sharks, and more.
- On Thursday, September 14, 2017, at 7:00 p.m., the library will present Sarah Jane Nelson’s musical performance, “To the Ozarks and Back: Ballads and Fiddle Tunes”. Alongside musician Cathy Mason, Ms. Nelson will perform ballads from the Max Hunter Folk Song Collection. She will share some of her research on Max Hunter’s life, and will also encourage the audience to participate in a few singalongs.
- On Thursday, October 19, 2017, at 7:00 p.m., the library will offer “Spooky Creepy New England” featuring Karen Mossey and Mike Sullivan. Join us for a slideshow presentation featuring the haunted locations Ms. Mossey and Mr. Sullivan have investigated around New England. They will share some of their equipment as well as their personal experiences, photos, and EVP recordings.
- On Thursday, November 9, 2017, at 7:00 p.m., the library will host Ms. Gail Hamel for an evening presentation of “Abigail Whitney and Family: Eyewitness to the Events of April 19, 1775”. As residents of Concord, Massachusetts in April 1775, Abigail Whitney and her family witnessed the events that began the Revolutionary War. In this living history performance, she will discuss what happened on that infamous day to the Whitney family, the roles of the men and women, the militia, and the political climate.

Announcements -

- On May 5, 2017, The Historical Room HVAC started having issues. It was recommended that, due to the age (1996), the unit should be replaced. The estimate given was \$35,000. The Director stated that Chair Betsy McKinney suggested replacing the wood door with a metal grille door, so that air from the main library could circulate in. It was suggested replacing the glass window in the door with a metal lattice to allow air to circulate. The approximate cost for the installation would be about \$300.00. A discussion ensued.

A **motion** was made by John Curran to replace the glass in the Historical Room door with metal lattice. The **motion was seconded** by Carol Introne. All in attendance accepted the motion, **motion carried**.

- On May 6, 2017, the carpets and upholstery were cleaned.
- On May 11, 2017, the front door was fixed since it wasn’t closing properly.
- On May 11, 2017, the emergency signs were inspected. The sign in the Technical Services office needed replacement.
- On August 14, 2017, the Town’s auditing firm, Melanson Heath & Company, has scheduled an auditor to come and audit the library’s financials records for FY16-17.

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Assistant Director and Head of Circulation Services Report:

- The subject of the Spotlight Display in the Children's Room, that each month highlights books from different areas of the collection, is *Build a Better World*, the theme of this year's Children's Summer Reading Program. Stop by and check out some of our materials on all sorts of ways to improve your world as well as the amazing display.
- Sign-up for the Young Adult and Children's Summer Reading Programs began June 1.
- On Monday, June 5 from 4:00-5:00 p.m., the children's room had an exciting craft program where participants decorated their own boomerang.
- Come to the library on Monday, June 12 from 4:00-5:00 p.m. for a craft program where participants will decorate their own pouch. This entertaining program is open to 90 participants. Advance registration is required and began at 9:00 a.m. on Monday, June 5.
- Join Lindsay and her Puppet Pals at the library on Monday, June 19 from 4:00-5:00 p.m. Lindsay and her life-sized puppets will entertain the audience with tales filled with songs, jokes, silly props and more. This dynamic program is open to 90 participants. Advance registration is required and begins at 9:00 a.m. on Monday, June 12.
- The library will be starting off this year's Children's Summer Reading Program with "Barn Raising with Huckle Cat". Come to the library on Tuesday, June 20, Wednesday, June 21 or Thursday, June 22 from 11:00 a.m. – 12:00 p.m. to hear stories of life on the farm. Each participant will receive a bandana and will be entered into a raffle for a chance to win an exciting prize bag. There will be plenty of time for a hug and picture with Huckle Cat. Registration is required and begins the Thursday prior to the program.
- Come to the library on Monday, June 26 from 11:00 a.m. – 12:00 p.m. to play a fun picture version of *Summer Fun Book Bingo*. Each participant will win and be able to choose books from our special selection table. Registration is required and begins the Thursday prior to the program.
- On Tuesday, June 27 from 10:00-10:30 a.m., join us for a drop-in Story Time and learn about animal homes. No registration is required for this program.
- Join Bright Star Theater Company on Wednesday, June 28 from 11:00 a.m. – 12:00 p.m. for their performance of *Storybook Tales*. Get ready to laugh out loud at their versions of *Robin Hood* and *Pinocchio*. Registration is required and begins the Thursday prior to the program.
- Come to the library on Thursday, June 29 either from 10:00 – 10:45 a.m. or from 1:00 – 1:45 p.m. to have fun at Craft Time. You will create your own mosaic mirror. Registration is required and begins the Thursday prior to the program.
- The Young Adult Summer Reading Program, *Build a Better World*, kicks off on Thursday, June 22 with Movie Night. Come watch "*Middle School: The Worst Years of My Life*". Program time: 5:00-7:15 p.m.
- On Thursday, June 29 from 6:00-7:00 p.m., students in grades 6 through 12 are invited to a program where you can use your ideas to create a biosphere in your *City of the Future*. You are the architect, how will you design a city for a better world?
- The library has received the following donations:
 - Two 18-hole rounds of golf from the Londonderry Country Club, for use during the young adult summer reading program.
 - 400 free admission passes from *Cowabunga's* to any open gym session, for use during the children's and young adult summer reading programs.

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

Assistant Director and Head of Reference Services Report:

- The reference staff answered 1,451 questions in May. We answered an additional 299 directional questions.
- Our eighth annual Adult Summer Reading Program has begun. This year's theme is "Build a Better World" where we will highlight the environment, architecture, and landscaping and home improvement. Participants may register at any time at the Reference Desk where they will receive an information sheet about the program and a Tic Tac Toe game to be completed during the summer for a chance to win a prize. This sheet can be turned in when three adjacent blocks are completed or continue to fill in more boxes for extra chances in the raffle. The first participants to register will also receive a reading incentive of a magnetic bookmark and a mystery gift. Please note that quantities of the reading incentives are limited and are available first come, first serve.

Old Business:

- Sidewalk Repair
Barbara Ostertag-Holtkamp informed the Board that the Town's estimate for replacing the cement walkway outside the library with asphalt was between \$5,300.00 and \$5,800.00, depending if some of the work was completed on the weekend. The Director stated that she explored getting quotes from concrete contractors to repair the damaged areas. Many companies were not interested in a small project, but she found a contractor who quoted \$1,650 to repair the back entrance, the front ramp, and the area in front of the steps. The repairs are scheduled to start tomorrow.

New Business:

- Historical Room HVAC
This was discussed in the Director's Report.

A **motion** was made at 7:44 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: June 7, 2017

Respectfully submitted,

Sally Nelson
Assistant Director and Head of Circulation Services