

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of September 5, 2018

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Call to Order:

The meeting was called to order at 7:02 p.m. by Chair Betsy McKinney. The following board members were in attendance: Robert Collins, Carol Introne, Melissa Coffey, John Curran, and Cynthia Peterson. Also in attendance: Barbara Ostertag-Holtkamp, Library Director; and Sally Nelson, Assistant Director and Head of Circulation Services.

Secretary's Report:

The Secretary's Report for June 6, 2018 was distributed prior to the meeting. No changes were made. A **motion** was made by John Curran to accept the minutes as written. The **motion was seconded** by Robert Collins. All in attendance accepted the motion, **motion carried**.

Friend's Report:

The next meeting is scheduled for Monday, September 10, 2018 at 1:00 p.m. in the library meeting room.

Director's Report:

Gifts Donated to the Leach Library –

- Mr. William Burpeau donated a \$10.00 gift card to Panera Bread in appreciation of library staff time.

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

Programs –

- On Thursday, June 14, Tim Caverly presented "Allagash Tails and Tales: New England's Wild River" at the library. 45 individuals attended the program.
- During the week of August 20, 2018, as part of the Adult Summer Reading Program, the library offered an "Escape the Tide pool" program. Groups of 5-8 adults had one hour to escape the tide pool or be swept out to sea. 51 individuals attended the program.
- On Thursday, September 13, at 7:00 p.m., the library will offer the program "John Winant: New Hampshire Man of the World" by Richard Hesse. Join Mr. Hesse as he examines the life and impact of John G. Winant. A three-time governor of

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- New Hampshire, Mr. Winant went on to serve the nation in several capacities on the national and international scene. In the process, he became a hero to the British in World War II and to the common man throughout the developed world.
- On Thursday, October 11, at 7:00 p.m., Rob Velella will present “An Evening with Edgar Allan Poe” at the library. Join us as Mr. Velella brings Edgar Allan Poe to life. Mr. Velella’s sympathetic portrayal of the complicated writer/editor/critic/genius is based on 15+ years of study of the author and his writings. In addition to reading from both trademark and lesser-known works, he will explain the process of writing and the meaning behind Poe’s tales and poems.
 - On Thursday, November 15 at 7:00 p.m., the library welcomes Tim Kennedy and Marianne Page who will present “Introduction to Winter Hiking in the White Mountains”. During the presentation, they will discuss hiking preparedness including equipment, emergency gear, food and fluids. Attendees will learn how to continue their hiking adventures into the winter season.

Announcements -

- On August 13, 2018, the Town’s auditing firm, Melanson Heath & Company, sent two auditors to come and audit the library’s financials records for FY17-18.
- The summer has been extremely challenging due to a variety of personnel issues.

Assistant Director and Head of Circulation Services Report:

- The Children’s Room had another excellent summer with over 1,335 children participating in the Summer Reading Program. The last day to turn in reading logs is September 8, 2018.
- In the month of August, the Children’s Room had many popular programs, including *Family Fun Magicpalooza*, *Avian Adventures*, and *Yo-yo, Music and Dance* which each attracted over 80 participants each.
- The Young Adult Summer Reading Program was also popular again this year with over 520 teens participating in the Summer Reading Program. The book discussion of *Call of the Wild* by Jack London attracted 60 teen participants. The last day to turn in reading logs is September 8, 2018.
- The library wishes to thank the Friends of the Londonderry Leach Library for their generous support of both the children’s and the young adult programs.
- The library also wishes to thank the following businesses for donating some wonderful prizes to our children’s and young adult programs: Cowabunga’s, the Londonderry Country Club, McDonalds, Canobie Lake, and Water Country, Portsmouth.
- The Children’s Room invites you to the library on Monday, September 10 from 4:00-5:00 p.m. for *This is My House*. Come and explore the many different places that people and animals make into a home. From a treehouse in the backyard, to a cave deep underground, audience members never know where the next home will be found. Advance registration is required and began on Tuesday,

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- September 4 at 9:00 a.m. To register call 432-1127 or stop by the Children's Room.
- Join Jim Napolitano at the library on Monday, September 24 from 4:00-5:00 p.m. for *Father Goose's Tales Puppet Show*. This program is open to 90 participants. Advance registration is required and begins on Monday, September 17 at 9:00 a.m. To register call 432-1127 or stop by the Children's Room.
 - The library will be offering a new fun craft each week during September. At the start of each week, supplies for the new *Create a Craft* will be found in the box on the spotlight shelf. A new craft will be available each week starting at 9:00 a.m. on 9/4, 9/10, 9/17, and 9/24.
 - The library will be offering an exciting trivia challenge each week during the month of September. Stop by the Children's Room desk to answer our special *Delve into Knowledge* trivia challenge question. If you are not sure of the answer, use one of our books or the Internet to help you. All answers will be entered into a drawing for a chance to win a cool prize. A new challenge will be available each week starting at 9:00 a.m. on 9/4, 9/10, 9/17, and 9/24.
 - The Children's Room will be offering the following programs as part of Fall Session 1, starting on September 12 and ending on October 4: Story Time, Shake, Move & Read and Toddler Time. Advance registration is required and begins on Tuesday, September 4 at 9:00 a.m. To register call 432-1127 or stop by the Children's Room.
 - If you are interested in learning more about the farm-to-table diet and lifestyle, check out our *Farm to Table* display in the adult room this month.
 - The Technical Services department cataloged 393 adult materials in August.

Old Business:

- None this month

New Business:

- FY19-20 Proposed Budget
Barbara Ostertag-Holtkamp distributed the first draft of the FY19-20 Proposed Budget. Chair Betsy McKinney asked about the increase in the custodial line item. Barbara Ostertag-Holtkamp stated that after the current cleaning company raised its rates, it was decided to hire another company. John Curran noted that all the other line items are basically the same as last fiscal year. Barbara Ostertag-Holtkamp added that the health insurance line may change due to personnel changes.
- Sidewalks
Barbara Ostertag-Holtkamp stated that the sidewalks in front of the library are in need of repair. Both Town Hall and the Police Department now have heated mats installed beneath their sidewalks. Steve Cotton is currently getting an estimate for a heated sidewalk outside the library.

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- Tree Trimming
Barbara Ostertag-Holtkamp informed the Board that she received a phone call from Andy Mack Sr. regarding the trimming of trees around the library. He stated that he knew an expert who would be able to give an estimate. Barbara Ostertag-Holtkamp arranged to meet with Andy Mack Sr. and the arborist, Lee Gilman to walk around and look at the trees. Mr. Gilman stated that in addition to trimming the branches, several trees needed to have their roots trimmed. Barbara Ostertag-Holtkamp has not yet received an estimate to bring to the Board.
- Children's Room Couch
Melissa Coffey informed the Board that there is a post on the Londonderry Mom's Club Facebook page stating that the couch in the Children's Room is uncomfortable and in need of replacing. Barbara Ostertag-Holtkamp thanked Melissa Coffey for the information and stated that the library will look into it.

A **motion** was made at 8:00 p.m. by Robert Collins to adjourn the meeting. The **motion was seconded** by Cynthia Peterson. All in attendance accepted the motion, **motion carried**.

Notes by: Barbara Ostertag-Holtkamp, Sally Nelson

Minutes Typed by: Sally Nelson

Date: September 5, 2018

Respectfully submitted,

Sally Nelson
Assistant Director and Head of Circulation Services