

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES Minutes of October 7, 2009

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Call to Order:

The meeting was called to order at 7:02 p.m. by Chairman Richard Matckie. The following board members were in attendance: Kathleen Carr, William Feldmann, Karen Goodman, Richard Matckie, and Betsy McKinney. 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 September 2009 was distributed prior to the meeting. No changes were made. A **motion** was made by Betsy McKinney to accept the minutes as written. The **motion was seconded** by Kathleen Carr. All in attendance accepted the motion, **motion carried**.

Friend's Report:

Barbara Ostertag-Holtkamp reported that the Friends met on September 16, 2009 to discuss various fund raising ideas. They will bring samples of their ideas to the next meeting.

Director's Report:

Gifts Donated to the Leach Library –

- Alan Hoffman donated \$6.00 from the sale of one of his books at the adult program. A **motion** was made by Betsy McKinney to accept the donation. The **motion was seconded** by Karen Goodman. All in attendance accepted the motion, **motion carried**.

Programs –

- On Thursday, September 10, 2009, at 7:00 p.m., the library held the program "Putting the Garden to Bed". 38 individuals attended the program.
- On Thursday, September 24, 2009, at 7:00 p.m., the library hosted "Lafayette in America" with Alan Hoffman. 26 individuals attended the program.
- On Thursday, October 15, 2009, at 7:00 p.m., the library will offer the program "Gothic Victorian Tales by Candlelight". Actress Rita Parisi, wearing the dress of a nineteenth-century New England woman, will tell mysterious and

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supernatural tales. This storytelling presentation will feature stories about curses, death and immortality from the New England writer Sarah Orne Jewett. A native of South Berwick, Maine, Jewett's stories are peopled with typical New England characters and often contain elements of the region's eerie and mysterious atmosphere. The Friends of the Londonderry Leach Library will sponsor the program.

- On Thursday, October 29, 2009, at 7:00 p.m., and Tuesday, November 3 at 10:00 a.m., the library will offer Facebook 101, presented by Senior Reference Librarian David Smolen. This program is an introduction to Facebook, one of the most popular social networking websites. David will be explaining how to sign up for a Facebook page, how to protect your privacy online, and how to search for friends and family. Bring your own WiFi-enabled laptop and David will help you get started.
- On Thursday, November 12, 2009, at 7:00 p.m., the library will have a presentation "The Golden Age of New England Whaling" given by Mike McKinley. Historian and lecturer Mike McKinley will present a comprehensive history of the New England whaling industry from 1812 to its so-called Golden Age in the 1850s. During this period, whaling was the third most viable industry in the region and ranked the fifth most important in the nation. This program will cover the types of whales that were pursued, descriptions of whaling ships and their crews' lives at sea, as well as the lives of the wives and children left ashore and the dynamics of whaling towns and ports. The Friends of the Londonderry Leach Library will sponsor the program. A special thanks goes to Macks for donating donuts, small pumpkins for decoration, and hot cider.

Announcements -

- The exterior painting was completed on September 7, 2009.

Barbara Ostertag-Holtkamp distributed the Annual Report (FY08-09) per RSA 202-A:12 to the Board.

Assistant Director and Head of Circulation Services Report:

- During the month of September, circulation increased by 6.59% over September 2008. The Adult Room circulated 16,458 items, and the Children's Room circulated 9,889 items, for a combined total of 26,347 items.
- The Children's Room staff answered 424 Reference questions during September.
- There were 17 children's programs offered in September to 528 participants.
- The Star Reader program continues to attract children. A total of 54 have signed up since the end of August.
- The Children's Summer Reading Program was also a great success. There were 1,229 participants who read 22,595 books. This kept the kite soaring past the longest timed kite flight ever. One book equaled one minute.

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- A total of 436 teens signed up for the Summer Reading Program and read 3,604 books. The Janice Anagnos Memorial Prize was awarded to Jennifer Facendola, who read 171 books this summer.

Assistant Director and Head of Reference Services Report:

- The reference staff answered 844 reference questions in September and answered 73 directional questions. We logged 906 patrons on the Internet in September which was a 23% increase from last month.
- Our patrons are taking advantage of our databases from our computers in the Library and remotely. They viewed 778 documents from Ebscohost this past month.
- I attended a Social Networking roundtable early last month to get ready for our new presence on Facebook. We are working on putting our fan page together and presenting a program to teach novices how to set up a facebook page and to also become a fan of the Leach Library.
- In conjunction with our October 15th program on Gothic Victorian Tales by Candlelight, we have designed a Gothic Literature display on the large table. Here you will find some classics such as Wuthering Heights or Rebecca as well as some modern gothic stories such as The Keep by Jennifer Egan or the Thirteenth Tale by Diane Setterfield.
- Our small display table has all things Rock 'n' Roll. You can look back to the sixties with Woodstock : Three days that Rocked the World or view a cultural perspective in All Shook Up: How Rock n Roll Changed America. You will also discover biographies of your favorite band or artist and CDs of their music.

Old Business:

- FY 10/11 Budget-

Barbara Ostertag-Holtkamp distributed instructions from the Town Manager regarding the budget process. She also distributed a new copy of the FY 10/11 budget, that included revised projections for retirement, various insurances and workers compensation costs that she had received from the Finance Department. A discussion ensued regarding the new budget. Departments will be presenting their budgets on November 21, 2009, and there will be follow-up budget workshops.

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New Business:

- Natural gas Fixed Price Option –

Barbara Ostertag-Holtkamp informed the Board that the library has been offered a fixed price option of 0.9865 per therm. She has charted previous years, and this price option is the lowest fixed price option for some time. A discussion ensued. A **motion** was made by Betsy McKinney to accept the fixed price option of 0.9865 per therm. The **motion was seconded** by William Feldmann. All in attendance accepted the motion, **motion carried**.

- HVAC Compressor –

Barbara Ostertag-Holtkamp informed the Board that the compressor on Rooftop Unit #2 has failed and needs replacing. The total cost, including labor is \$2,835.00 A new unit would come with a four-year warranty. The risk of not replacing it now is that the cost may go up in the future. A **motion** was made by William Feldmann to replace the compressor now. The **motion was seconded** by Betsy McKinney. All in attendance accepted the motion, **motion carried**.

- July 4, 2010 Holiday –

In 2010, the July 4 holiday falls on a Sunday. Barbara Ostertag-Holtkamp asked the Board if they wish to close the library on Monday, July 5. A **motion** was made by Betsy McKinney to close on Monday, July 5, 2010. The **motion was seconded** by Karen Goodman. All in attendance accepted the motion, **motion carried**.

Non Public Session:

Enter Non Public Session

Chairman Richard Matchie requested a roll call vote to enter Non Public Session pursuant RSA 91-A:3 II, subparagraph (a), the dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.

Roll Call Vote: Aye, William Feldmann; Aye, Kathleen Carr; Aye, Richard Matchie; Aye, Betsy McKinney; Aye, Karen Goodman.

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A **motion** was made by Betsy McKinney to allow Barbara Ostertag-Holtkamp, Kathy Mague and Sally Nelson to attend non public session as the subject pertains. The **motion was seconded** by Kathleen Carr. All in attendance accepted the motion, **motion carried**.

The Board entered Non Public Session at 7:42 p.m

Exit Non Public Session

Chairman Richard Matchie requested a motion to exit Non Public Session. Betsy McKinney made a **motion** at 7:48 p.m. to exit Non Public Session. The **motion was seconded** by Karen Goodman. Board's **vote** 5-0-0.

A **motion** was made by William Feldmann to accept the recommendation of the library staff. The **motion was seconded** by Kathleen Carr. All in attendance accepted the motion, **motion carried**.

A **motion** was made at 7:50 p.m. by Betsy McKinney to adjourn the meeting. The **motion was seconded** by Karen Goodman. All in attendance accepted the motion, **motion carried**.

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

Minutes Typed by: Sally Nelson

Date: October 7, 2009

Respectfully submitted,

Sally Nelson
Assistant Director and Head of Circulation Services