

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES  
Minutes of May 6, 2009

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**Call to Order:**

The meeting was called to order at 7:10 p.m. by Chairman Richard Matchie. The following board members were in attendance: Kathleen Carr, William Feldmann, Richard Matchie, 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 April 1, 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 William Feldmann. All in attendance accepted the motion, **motion carried**.

**Treasurer's Report:**

The Treasurer's Report for January 1, 2009 – March 31, 2009 was distributed. A **motion** was made by Betsy McKinney to accept the Treasurer's Report. The **motion was seconded** by William Feldmann. All in attendance accepted the motion, **motion carried**.

**Friend's Report:**

The Friends are currently working on the Cakeless Bake Sale that is set up in the lobby.

**Director's Report:**

Gifts Donated to the Leach Library –

- The Exeter Area GFWC (General Federation of Women's Clubs) donated \$50.00 to the library.
- Mr. Kendall P. Smith donated \$20.00 to purchase the book "Golden Wings and Hairy Toes" in memory of his father Mr. Fred H. Smith.
- A donation of \$60.00 was made in memory of Jean McGowen by the Century Village Book Club.

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

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### Programs –

- On Thursday, April 16, 2009, the library had a presentation by John Rockwood on "Understanding and Respecting New England Wildlife". 27 individuals attended the program.
- On Thursday, May 14, 2009, at 7:00 p.m., the library will host "Sea Shanties" with Tom Hall and Linn Schulz. The musical duo will perform sea shanties from such countries as England, Scotland and Ireland. The Friends of the Londonderry Leach Library will be sponsoring the program.

### Announcements –

- The library had a torn flex duct at the VAV box connection. The books were removed on April 7, 2009; the shelving dismantled on April 8 and the flex duct was repaired on April 9. The shelving was reassembled on April 10, and all the books were put back on April 13.
- The library's gutter was fixed on April 15, 2009.
- The carpets were cleaned on Saturday, April 18, 2009.
- The materials reorganization is moving ahead. The CD shelves have been ordered. The magazines and newspapers have been removed from the shelves and shifted. The individual issues have almost all been deleted from the catalog. The videos, playaways and DVDs have been shifted into the space left by the weeded newspapers and magazine back issues. The large print collection has been shifted. The CD books have also been shifted.

### **Assistant Director and Head of Circulation Services Report:**

- Over the past month I have received three donations for the Young Adult Summer Reading program: the Londonderry Country Club donated two free 18-hole rounds of golf; Water Country in Portsmouth donated two free all day passes; and Canobie Lake donated six all day passes.
- During the month of April, circulation increased by 6.78% over April 2008. The Adult Room circulated almost 17,000 items, and the Children's Room circulated more than 9,500 items, for a combined total of 26,412 items.
- The Children's Room staff answered 391 Reference questions during April, and offered 17 programs to 1334 participants.
- On April 7, I gave a tour of the Children's Room to a Cub Scout den. The young scouts had a lot of questions about the collection and were excited to do Google searches on the computers.
- On April 14 and 15, 2009, the Children's Room welcomed the Massabesic Audubon Center for a program called Our Backyard Birds. A total of sixty four patrons enjoyed the programs.

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- Nilla the Therapy Dog and her owner Trish Hamann continue to visit the library each month. They will be here on Wednesday, May 13 from 3:30-4:30 p.m. Please call the Children's Room beginning Monday, May 4 to reserve a fifteen minute slot.
- Children's Book Week is May 10-16 this year. To celebrate, each book returned to the Children's Room during this week will earn a raffle ticket for the chance to win one of six fun prize bags. Raffle tickets may be turned in until 5:00 p.m. on Saturday, May 16.
- The special program at the library in May will celebrate Spring. Andrea O'Regan and her puppet friends will be visiting with a fun musical adventure that explores The Amazing Life Cycle of the Butterfly.

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

**Assistant Director and Head of Reference Services Report:**

- There were 746 items cataloged in April and 5,633 items discarded which included 3,447 magazines as part of our reorganization plan.
- The reference staff answered 761 reference questions in April and logged 748 people onto the Internet.
- New Hampshire has had the privilege of having two of the last three Poet Laureates (Donald Hall 2006-2007 and Charles Simic 2007-2008). In recognition of this we have created a display of modern poetry. Poets in the display include these Poet Laureates as well as Madeline DeFrees. We will also highlight our new collection of "The Voice of the Poet" series from Books on Tape, which features Allen Ginsburg, Sylvia Plath, and Robert Frost.
- May is a great time to hit the road on a bicycle. On our small display, we have books on bike trails, maintaining and repairing your bike, stunt riding, and well known cyclists.

**Old Business:**

- Material Reorganization -

Barbara Ostertag-Holtkamp informed the Board that the reorganization has been a significant amount of work, but it is going very well.

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**New Business:**

- **Fruit Basket Purchase -**

Richard Matckie informed the Board that Barbara Ostertag-Holtkamp purchased a fruit basket for a Board member, as she was instructed, but she had not yet received reimbursement. After discussion the Board decided that they would like another basket to be purchased. A **motion** was made by William Feldmann to reimburse Barbara Ostertag-Holtkamp for the cost of two fruit baskets. The **motion was seconded** by Kathleen Carr. All in attendance accepted the motion, **motion carried.**

- **Town Planner Calendar –**

Barbara Ostertag-Holtkamp informed the Board that she had been approached by a company that compiles Town Planner calendars for various towns, to see if the library is interested in being featured in a calendar of Londonderry. There would be no cost to the library. The Board instructed Barbara Ostertag-Holtkamp to email some details about the library to be included in a Londonderry calendar. The Board did not want the library hours included, in case they change in the future due to budget cuts.

**Non Public Session:**

**Enter Non Public Session**

Chairman Richard Matckie 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, Richard Matckie; Aye, William Feldmann; Aye, Kathleen Carr; Aye, Betsy McKinney.

A **motion** was made by Betsy McKinney to allow Barbara Ostertag-Holtkamp, Sally Nelson, and Kathy Mague 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 7:40 p.m

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**Exit Non Public Session**

Chairman Richard Matchie requested a motion to exit Non Public Session. William Feldmann made a **motion** at 7:50 p.m. to exit Non Public Session. The **motion was seconded** by Betsy McKinney. Board's **vote** 4-0-0.

A **motion** was made by Betsy McKinney 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 7:51 p.m. by Betsy McKinney to adjourn the meeting. The **motion was seconded** by Kathleen Carr. All in attendance accepted the motion, **motion carried**.

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

Minutes Typed by: Sally Nelson

Date: May 6, 2009

Respectfully submitted,

Sally Nelson  
Assistant Director and Head of Circulation Services