

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES  
Minutes of January 4, 2012

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**Call to Order:**

The meeting was called to order at 7:02 p.m. by Chair Vicki Stachowske. The following board members were in attendance: Pauline Caron, William Feldmann, John Velliquette and William Bringhurst. Also in attendance: Barbara Ostertag-Holtkamp, Library Director; Sally Nelson, Assistant Director and Head of Circulation Services; Joe Green, Town Council Liaison.

**Secretary's Report:**

The Secretary's Reports for December 7, 2011, and December 10, 2011, were 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 William Feldmann. All in attendance accepted the motion, **motion carried**.

**Friend's Report:**

There was no Friends meeting this month.

**Director's Report:**

Gifts Donated to the Leach Library –

- Mrs. Margaret Wang donated \$700.00 to the library.
- Mr. Andy Marzik donated a Thomas & Friends wooden railway and train for the children's room.
- Ms. Melissa Haas donated three different magazine subscriptions to the library, The Jerusalem Report, The Jerusalem Post Christian Edition, and the International Jerusalem Post.

A **motion** was made by Pauline Caron to accept the gifts. The **motion was seconded** by William Bringhurst. Four members in attendance accepted the motion, one abstention, **motion carried**.

Programs –

- On Thursday, January 12, 2012, at 7:00 p.m., the library will host "Songs and Stories" with Kate Chadbourne. In this program, Ms. Chadbourne will present songs on harp and piano, and tunes on Irish flute and whistles. She will be singing in both Irish and English, and she will also tell several Irish tales, some

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- On Thursday, February 9, 2012, at 7:00 p.m., the library will have the program “Dr. Sherlock Holmes” with Professor James Krasner. This program explores the impact medical advancements had on Arthur Conan Doyle’s Sherlock Holmes stories. Doyle, a doctor himself, modeled Holmes on his medical school professor Dr. Joseph Bell. Using clips from the popular television show “House”, based on Doyle’s Sherlock Holmes stories, Dr. Krasner examines the character in the context of Doyle’s medical writings, offering insight into the relationship between doctors and detectives.
  - On Thursday, March 15, 2012, at 7:00 p.m., the library will offer “Edible Landscape Design” with Barbara Emerson. This PowerPoint presentation will explore how to integrate vegetables, herbs and edible flowers into ornamental gardens to enrich the texture and fragrance, and to create an edible landscape. Ms. Emerson will also discuss how container combinations can be used to grow delicious food and look beautiful for those without a large garden space. The Friends of the Londonderry Leach Library will be sponsoring the program.
  - On Thursday, April 12, 2012, at 7:00 p.m., the library will present “Casey Abrams in Concert”. Acoustic jazz and folk guitarist Casey Abrams will perform his own songs as well as works by traditional American writers from the folk tradition up through the Twentieth century. Throughout the performance, the audience will learn how American music has developed, as well as how musical forms have influenced one another over the years, as he plays songs from across the decades. The Friends of the Londonderry Leach Library will be sponsoring the program.
  - On Thursday, May 10, 2012, at 7:00 p.m., the library will host “All About Whales” with the Seacoast Science Center. This program will feature various facts about whales, including the types of whales that are found in the waters of New England. The discussion will cover the sizes of various types of whales as well as the differences between these types, such as having teeth or baleen. In addition, the story of Tofu, a young humpback whale who lived in the Gulf of Maine, will be presented. The Friends of the Londonderry Leach Library will be sponsoring the program.

Robert Collins arrived at 7:15 p.m.

### Announcements -

- The roof insulation installation started on December 13, 2011, but was halted on December 14, 2011, by Steve Cotton when he discovered the proposed method of blowing in the insulation would not work. The company will need to remove the front and possibly the bottom trim boards and use a spray foam instead. Barbara Ostertag-Holtkamp noted that the work is tentatively scheduled for this Sunday.
- The second public hearing on the budget will be January 12, 2012, at 7:00 p.m.
- The HVAC unit in the front lobby was inspected by Steve Cotton through the access panel that he made, and he discovered that two mesh covers on the outside

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of the HVAC unit on the roof had blown off. This problem was addressed by Control Technologies. Steve Cotton will be painting the access panel to match the wall.

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

- During the month of December, a total of 28,545 materials were circulated for an increase of 16.18% over December 2010, as well as an additional 966 downloadable audio books and e-books.
- A total of 495 participants took part in 14 Children's Room programs and activities this December. There were 58 enthusiastic participants in the Gingerbread Wreath Craft events.
- The Children's Room is hosting two winter bingo activities on Martin Luther King Day, Monday, January 16, 2012, from 10:00-11:00 a.m. or from 1:00-2:00 p.m. Children can come to the library and play a fun picture version of the popular game. Every child who participates will win and be able to choose from our special selection table of donated books. Each session is limited to 50 participants and registration is required. To register, stop by or call the Children's Room beginning on Monday, January 9 at 9:00 a.m.
- The subject of the Spotlight Display in the Children's Room, that each month highlights books from different areas of the collection, is *Snow Much Fun!* Stop by and check out some of our materials on winter activities, sports and fun stories to warm the chilly season.

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

- The Reference staff answered 770 questions in December and answered 66 directional questions. We logged 616 people onto the Internet.
- Chinese New Year is the longest and most important celebration in China. The year 4710 begins on Jan. 23, 2012. Chinese months are reckoned by the lunar calendar, with each month beginning on the darkest day. New Year festivities traditionally start on the first day of the month and continue until the fifteenth, when the moon is brightest. In China, people may take weeks of holiday from work to prepare for and celebrate the New Year. For more information on China, the reference staff has produced a display of fiction books, travel guides, Chinese language courses, and history as well as movies about China.

**Old Business:**

- HVAC noise in lobby

This was addressed in the Director's Report.

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### New Business:

- Monthly Art Exhibits

Barbara Ostertag-Holtkamp informed the Board of damage to a recent art work on exhibit in the library during the carpet cleaning. She spoke with the cleaning company who agreed to pay for the damage and the Director put them in touch with the artist. A week later a student accidentally knocked another art work from the same exhibit off an easel and damaged it. While the remaining displays were being moved in order for the artist to pick them up, a third one fell and was damaged. Barbara Ostertag-Holtkamp distributed to the Board copies of the Waiver of Liability form that is signed by each exhibiting artist, and a second form that lists their display items that is provided by the Londonderry Artist Group. This form states that the Leach Library will take reasonable measures to protect the art displays. A discussion ensued over whether the library could be held liable for damage, and if the Board wished to continue hosting art displays in the library. Jason Williams introduced himself from the floor as a member of the Londonderry Artist Group and spoke on their behalf. He asked that the library continues to provide a platform for artists' works. After further discussion it was decided to continue the current practice of allowing the artists to display their artwork in the library.

- Public comment

Garrett Adie introduced himself from the floor as a library patron to ask specifically about Saturday hours at the library. He asked why the library was closed on Saturdays December 24 and 31, 2011 as he felt this was an inconvenience to the community. Barbara Ostertag-Holtkamp responded that as the staff union contract allows for a half-day holiday on both these days, the decision was made to close. Mr. Adie went on to ask the Board if they are in support of restoring the four hours of operation cut from Saturdays in the current fiscal year, and whether this decision to cut was discussed in public session. The Board responded that they would like to restore all the operating hours to the previous levels. Robert Collins explained to Mr. Adie that all such decisions are driven by the budget and discussed in open meeting. Barbara Ostertag-Holtkamp explained that when deciding which hours to cut, not only is overall usage considered but also such factors as children's programs, meeting room use, and other operating concerns. She added that the Board had requested that the hours be reinstated in the budget that they submitted for FY 12-13, but this was part of the first cut in Dave Caron, the Town Manager's reduction. Mr. Adie thanked the Board for their time and said he would be back at a future date to request an online catalog for the library. Joe Green, Town Council liaison commented that the Board has to make the decisions of what cuts to make once they are given a budget.

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**Non Public Session:**

**Enter Non Public Session**

Chair Vicki Stachowske 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, Pauline Caron; Aye, Vicki Stachowske; Aye, William Feldmann; Aye, Robert Collins; Aye John Velliquette; Aye, William Bringham.

A **motion** was made by Pauline Caron to allow Barbara Ostertag-Holtkamp to attend non public session as the subject pertains. The **motion was seconded** by William Feldmann. All in attendance accepted the motion, **motion carried**.  
The Board entered Non Public Session at 8:50 p.m.

**Exit Non Public Session**

Chair Vicki Stachowske requested a motion to exit Non Public Session. William Feldmann made a **motion** at 9:35 p.m. to exit Non Public Session. The **motion was seconded** by John Velliquette. Board's **vote** 6-0-0.

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

A **motion** was made at 9:37 p.m. by William Feldmann to adjourn the meeting. The **motion was seconded** by Robert Collins. All in attendance accepted the motion, **motion carried**.

Notes by: Barbara Ostertag-Holtkamp, Sally Nelson  
Minutes Typed by: Sally Nelson Date: January 4, 2012

Respectfully submitted,

Sally Nelson  
Assistant Director and Head of Circulation Services

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Sally Nelson  
Assistant Director and Head of Circulation Services