

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of February 6, 2013

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Call to Order:

The meeting was called to order at 7:05 p.m. by Chair Pauline Caron. The following board members were in attendance: Robert Collins, Betsy McKinney, and Carol Introne. 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; and Joe Green, Town Council Liaison.

Public Comment:

Pauline Caron announced that Board member John Velliquette passed away this week. The wake will be on Sunday, February 10 from 2:00 – 5:00 p.m. at the Peabody Funeral Home. The funeral will be on Monday, February 11 at 10:00 a.m. at St. Jude's Church. William Feldmann arrived at 7:07 p.m. A **motion** was made by Betsy McKinney for the Board to send flowers to the funeral home or make a donation. The **motion was seconded** by Robert Collins. All in attendance accepted the motion, **motion carried**.

Secretary's Report:

The Secretary's Report for January 2, 2013 was distributed prior to the meeting. No changes were made. A **motion** was made by Robert Collins to accept the minutes as written. The **motion was seconded** by Carol Introne. All in attendance accepted the motion, **motion carried**.

Treasurer's Report:

The Treasurer's Report for October 1, 2012 - December 31, 2012, was distributed by Pauline Caron. A discussion ensued over transferring money from the Trustees Account to the Book Account. A decision was made to wait until the March meeting.

Friend's Report:

Pauline Caron reported that at the January meeting it was decided to sell the flavored spoons and scented soaps for Valentine's day. The next Friends meeting is February 11, 2013 at 1:00 p.m.

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Director's Report:

Gifts Donated to the Leach Library –

- The library received a \$500.00 donation from an anonymous donor.

A **motion** was made by Betsy McKinney to accept the gifts. The **motion was seconded** by Robert Collins. All in attendance accepted the motion, **motion carried**.

Programs –

- On Thursday, January 10, 2013, Mr. Eric Orff presented “Ticked Off Moose and Too Hot for Trout: Climate Change Impacting NH Fish and Wildlife”. 42 participants attended the program.
- On Thursday, January 31, 2013, at 7:00 p.m., Mr. Curtis Laffin will hold the program “American Chestnut Recovery and Restoration”. Mr. Laffin, a retired US Fish and Wildlife Ranger, will discuss the history and demise of the American Chestnut tree, and the current restoration efforts of the American Chestnut Foundation. This program is co-sponsored by the Londonderry Conservation Commission. This program has since been held and 38 individuals attended.
- On Thursday, February 21, 2013, at 7:00 p.m., Mr. J.T. Turner stars in “The Adventures of Benjamin Franklin”. Dr. Franklin (J.T. Turner) recounts his life from his youth in Boston through his days as a printer in Philadelphia, and then his years as an inventor, philanthropist, and revolutionary.
- On Thursday, March 21, 2013, at 7:00 p.m., Mr. Henry Homeyer will present “Growing Great Flowers in New Hampshire, Including Old Favorites and Lesser Known Beauties”. Mr. Homeyer discusses how to grow the flowers he highlights in his presentation, in addition to tackling common gardening issues.
- On Thursday, April 18, 2013, at 7:00 p.m., the library will host a concert with “Slattery & Stewart”. Andrew Stewart and Mary Jo Slattery play the exuberant soulful two-steps and waltzes of Cajun Louisiana, the upbeat fiddle tunes of French Canada and New England, and the occasional mountain ballad.
- On Thursday, May 9, 2013, at 7:00 p.m., Ms. Ann Welsh, UNH Cooperative Extension Volunteer, will present “New Hampshire’s Wild History: 350 Years of NH Wildlife”. This program takes participants on a virtual journey through New Hampshire’s past and focuses on changes in the land and how wildlife populations have responded over time.

Announcements -

- On January 9, 2013, Steve Cotton, was emailed and notified that the library was experiencing a sewer back up in the downstairs restrooms. A “sagging” pipe was

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discovered, and a new pipe needed to be installed. Mr. Cotton did a great job coordinating and supervising this repair in a manner that library operations were not impacted. Barbara Ostertag-Holtkamp praised Mr. Cotton for all his hard work and how well he handled the job and said that he deserved a thank you.

- On Thursday, January 31, 2013, there was a radiator valve leak near the Group Study Room. The valve had to be replaced as well as another valve in the reference office.
- On Friday, February 1, 2013, there was an issue with the fuser over heating in the public printer in the reference area. The IT staff came to look at it and brought a loaner printer for now. The damaged one will be replaced with a new printer which should be installed soon.

Assistant Director and Head of Circulation Services Report:

- During the month of January, a total of 30,197 materials were circulated.
- There were 653 individuals participated in 12 Children's Room programs and activities.
- *Teddy Bear Picnic* was popular with 90 participants, and *Reptiles Rock* entertained 92 participants.
- Come to the library on Monday, February 11 from 4:00 – 5:00 p.m. and play a fun picture version of *Sweetheart Book Bingo*. Every participant will have the chance to win books from our special selection tables. This program is open to 90 participants and advance registration is required. To register, please call 603-432-1127, or stop by the children's room.
- Start off February vacation with magician Tommy James at the library. He is presenting his exciting program "The Magic of Books" on Monday, February 25 from 12:00 – 1:00 p.m. During this thrilling program, participants will witness how reading inspires imagination, and he is bringing a live animal. This program is open to 90 participants and advance registration is required. To register, please call 603-432-1127, or stop by the children's room beginning at 9:00 a.m. on Monday, February 11.

Assistant Director and Head of Reference Services Report:

- The reference staff answered 1049 reference questions and 103 directional questions in January and we logged 775 people onto the Internet.
- Our display for February is on the fascinating Benjamin Franklin which coincides with our program on February 21. Here is an opportunity to learn more about this statesman, inventor, scientist, author, musician, diplomat, and Founding Father.

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Old Business:

- ILS Update
Kathy Mague, Sally Nelson, and Barbara Ostertag-Holtkamp visited a small library using KOHA software. While the system was interesting, it raised some serious operational concerns. One example is that overdue notices cannot be run during normal operating hours while the system is running. A warning appeared on the screen that this would slow the system down. Barbara Ostertag-Holtkamp had asked the Town's IT consultant to take a look at the system from a technical perspective. On January 11, 2013, Barbara Ostertag-Holtkamp received an e-mail from Thomas Roy, the Town's IT consultant. In this e-mail, he listed his concerns about the proposed system, some of which included not owning the software, security and data encryption issues, and a speed issue. The library has decided not to pursue the system after reviewing the above issues.
- Library staffing
Barbara Ostertag-Holtkamp mentioned some of the upcoming staffing challenges the library is facing with some law changes. We are in the process of filling a vacant 28-hours a week part-time position, and we will be reviewing overall operations once the employee has been hired.

A **motion** was made at 7:34 p.m. by Robert Collins to adjourn the meeting. The **motion was seconded** by William Feldmann. All in attendance accepted the motion, **motion carried**.

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

Minutes Typed by: Sally Nelson

Date: February 6, 2013

Respectfully submitted,

Sally Nelson
Assistant Director and Head of Circulation Services