

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of May 7, 2014

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Call to Order:

The meeting was called to order at 7:00 p.m. by Chair Betsy McKinney. The following board members were in attendance: Pauline Caron, John Curran, and Cynthia Peterson. 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.

Secretary's Report:

The Secretary's Report for April 2, 2014 was 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 John Curran. All in attendance accepted the motion, **motion carried**.

Carol Introne arrived at 7:02 p.m.

Treasurer's Report:

The Treasurer's Report for January 1, 2014 to March 31, 2014 was distributed by Pauline Caron. A **motion** was made by John Curran to accept Treasurer's Report. The **motion was seconded** by Carol Introne. All in attendance accepted the motion, **motion carried**.

Friend's Report:

Pauline Caron reported that the Friends have set up their Cakeless Bake Sale that asks people to make monetary donations instead of baked goods.

The next Friends meeting is May 12, 2014 at 1:00 a.m.

Director's Report:

Gifts Donated to the Leach Library –

- Ms. Patricia Cook donated \$5.00 towards museum passes.

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

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Programs –

- On Thursday, April 17, 2014, the library co-sponsored the program “Abbot & Downing and the Concord Coach” by Peter James. 42 individuals attended the presentation. Barbara Ostertag-Holtkamp gave a special thanks to the Londonderry Historical Society for sponsoring this program.
- On Thursday, May 22, 2014, at 7:00 p.m., the library welcomes Josh Judge who will present “Forecasting for TV”. In his presentation, WMUR Meteorologist Mr. Judge discusses what it is like to forecast New Hampshire weather in combination with how it ties in with forecasting on live television. His talk focuses on how meteorologists prepare and develop the forecast, and he will highlight the tools used for computer models and forecasting data. Mr. Judge will demonstrate this live on the internet. Then he explains how they use that data to get ready for the show. The presentation also incorporates video of how green screen works. Audience members will also be treated to a behind-the-scenes look at WMUR.
- On Thursday, June 19, 2014, at 7:00 p.m., the library will offer “Songs of Old New Hampshire” with Jeff Warner. The program draws heavily on the repertoire of traditional singer Lena Bourne Fish of Jaffrey and Temple, New Hampshire. Mr. Warner offers the songs and stories that, in the words of Carl Sandburg, tell us “where we came from and what brought us along.” These ballads, love songs and comic pieces reveal the experiences and emotions of daily life in the days before movies, sound recordings and, for some, books. Songs from the lumber camps, the decks of sailing ships, the textile mills and the war between the sexes offer views of pre-industrial New England and a chance to hear living artifacts from the 18th and 19th centuries.

Announcements -

- Steve Cotton will be contacting contractors to determine how the repair to the meeting room floor should be done. The contractor inspected the floor today and the lobby ceiling, and will be sending estimates in about a week and a half. The plan for the meeting room floor is to lay subfloor panels over the existing tiles, and then install new tiles on top. A discussion ensued and several questions were raised. Pauline Caron asked about the threshold transition and whether it would interfere with ADA rules. Joe Green questioned whether the suggested floor would promote mold as any moisture would be trapped on top of the old tiles, beneath the subflooring. Barbara Ostertag-Holtkamp thanked everyone for their questions and said that she would pass them on to Steve Cotton.
- The shelving has arrived and has been installed. The shifting of the majority of library materials is nearly complete.
- Page testing and interviews have been completed and we have hired two candidates. One will start on May 19, 2014 and one on May 21, 2014.
- Barbara Ostertag-Holtkamp informed the Board that the library has spent 80% of its budget instead of the projected 83%. There are certain items that are needed in

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the library, including a paperback rack in the Young Adult area for about \$1,800.00, and essential supplies. Joe Green stated that the Kevin Smith, Town Manager, will not be withdrawing the spending freeze in May.

A **motion** was made by Pauline Caron to purchase the paperback rack for the Young Adult area and additional supplies as needed. The **motion was seconded** by Carol Introne. All in attendance accepted the motion, **motion carried**.

Assistant Director and Head of Circulation Services Report:

- There were 2,349 individuals participated in 18 Children's Room programs and activities during the month of April.
- A total of 73 young adults took part in the Isinglass Award voting for their favorite book from a select list geared for middle school readers, and 87 young adults took part in the Flume Award voting their favorite book from a select list geared for high school readers.
- *Big Joe the Storyteller* entertained 67 participants, and *Earth Day Book Bingo* thrilled 77 participants. One of the popular activities we had in the Children's Room was the National Library Week crafts that attracted 130 participants.
- Come to the library on Monday, May 12 from 4:00 – 5:00 p.m. to visit with Lars the Polar Bear, star of Hans de Beer's *Little Polar Bear* series. This program is open to 90 participants and advance registration is required and begins on Monday, May 5. To register, please call 603-432-1127, or stop by the children's room.
- Celebrate our fine feathered friends at the library on Monday, May 19 from 4:00 – 5:00 p.m. Participants will hear stories of fabulous birds and learn about some of their amazing features. All attendees will leave with an amazing balance bird to decorate at home. This program is open to 90 participants and advance registration is required, beginning on Monday, May 12. To register, please call 603-432-1127, or stop by the children's room.
- The library received a donation of two hundred (200) coupons for a free bowling string from Park Place Bowling Lanes for incentives during the Children's Summer Reading Program.
- The library received a donation of two (2) 18-hole rounds of golf gift certificates from the Londonderry Country Club for incentives during the Young Adult Summer Reading Program.
- The library received a donation of ten (10) all-day passes to Water Country in Portsmouth for incentives during the Young Adult Summer Reading Program.
- Mr. and Mrs. Spina donated two children's books, *Lamby the Lonely Lamb* and *Jerry the Crabby Crayfish*. Ms. Spina wrote the stories and Mr. Spina illustrated them.

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A **motion** was made by Pauline Caron to accept the gifts. The **motion was seconded** by John Curran. All in attendance accepted the motion, **motion carried**.

Assistant Director and Head of Reference Services Report:

- We answered 1161 reference questions and had 260 directional transactions in April. We logged 650 people onto the Internet.
- World War I, sometimes called the “Great War” began 100 years ago. We have commemorated this event with a display of fiction and nonfiction books, CD books, and DVDs on the topic. Learn what impact this war had on shaping the 20th century and beyond.
- We have received two (2) \$25 gift certificate from Giovannis for the Adult Summer Reading Program.

A **motion** was made by Pauline Caron to accept the gifts. The **motion was seconded** by Cynthia Peterson. All in attendance accepted the motion, **motion carried**.

Old Business:

- Materials reorganization
This was discussed in the Director’s Report.
- Meeting room floor
This was discussed in the Director’s Report.

New Business:

- Library Director’s FMLA
Betsy McKinney informed the Board that Barbara Ostertag-Holtkamp had requested some family leave. The Board approved this request.
- July Board of Trustees Meeting
Betsy McKinney suggested not having a meeting in July this year. The Board approved this suggestion.
- Solar panels for the library
Betsy McKinney stated that she wanted a committee to look into the possibility of installing solar panels on the south facing roof of the library. She mentioned Fayetteville, Arkansas and Milwaukee, Wisconsin that both have libraries using solar panels for energy. Pauline Caron stated some reservations about the cost of batteries to run such a system, the cost of someone to maintain the system, and the

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possibility that such an installation would negate the new roof warranty. Betsy McKinney responded that these were all questions for a committee to address.

- Encumbering funds

John Curran asked if it would be possible to encumber funds at the end of the fiscal year for purchasing books. Barbara Ostertag-Holtkamp explained that this would not be possible since we have already spent the appropriation for books this fiscal year.

A **motion** was made at 7:28 p.m. by Pauline Caron to adjourn the meeting. The **motion was seconded** by Carol Introne. All in attendance accepted the motion, **motion carried**.

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

Minutes Typed by: Sally Nelson

Date: May 7, 2014

Respectfully submitted,

Sally Nelson

Assistant Director and Head of Circulation Services