

# LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES  
Minutes of October 5, 2016

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## **Call to Order:**

The meeting was called to order at 7:02 p.m. by Chair Betsy McKinney. The following board members were in attendance: Pauline Caron, Melissa Coffey, John Curran, and Cynthia Peterson. Also in attendance: Barbara Ostertag-Holtkamp, Library Director; Sally Nelson, Assistant Director and Head of Circulation Services; and Kathy Mague, Assistant Director and Head of Reference Services.

## **Secretary's Report:**

The Secretary's Report for September 7, 2016 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 Melissa Coffey. All in attendance accepted the motion, **motion carried**.

## **Friend's Report:**

The Friends donated almost \$1,900.00 to the library for programs. They had a very successful bulb sale. Pauline Caron stated that the library staff did well with sales. The next meeting is scheduled for Monday, October 17, 2016 at 1:00 p.m. in the library meeting room.

## **Director's Report:**

Barbara Ostertag-Holtkamp mentioned to the Board that Sherry Farrell took a photograph of the children's room spotlight display and posted it on the Town's Facebook page. The Director added that the children's room displays are always eye-catching.

### **Gifts Donated to the Leach Library –**

- The Derry Medical Charitable Foundation would like to donate an artwork to the library.
- Ms. Janice Spina donated a copy of her book "How far is Heaven" to the library.
- The Friends of the Londonderry Leach Library have made the following extremely generous donations:
  - \$650.00 to sponsor the New England Aquarium Pass;
  - \$280.00 to sponsor the January 2017 adult program: "Exemplary Country Estates of New Hampshire";
  - \$228.40 to sponsor the March 2017 adult program: "Moose Man Moments in the Wild";
  - \$400.00 to sponsor the January 2017 children's program: "Jenny the Juggler";

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- \$329.80 to sponsor the February 2017 children's program: "Earth Heroes".

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**.

### Programs –

- On September 22, 2016, at 7:00 p.m., the library hosted the program "Jefferson's Dream: The Ballad of the Declaration of Independence" by Mr. John Perrault. 26 individuals attended the program.
- On October 13, 2016, at 7:00 p.m., the library will host Ms. Roxie Zwicker as she shares her visual presentation, "Spirits of the Granite State". Ms. Zwicker will journey through haunted woods, mysterious cemeteries, and ghostly lighthouses. She will disclose some of the best places to explore spirited happenings in New Hampshire and describe unusual occurrences that still cannot be explained today.
- On November 17, 2016, at 7:00 p.m., the library will host Dr. Douglas Wheeler's "Spies in Time". Utilizing his research, Dr. Wheeler will discuss how spying and intelligence activities have influenced the course of history. He will trace the history of espionage from the Dreyfus case in France to the Aldrich Ames case in the United States by focusing on how human motives, traits, and ideas shape the search for secret information.

### Announcements -

- On August 8, 2016, the Town's auditing firm, Melanson Heath & Company, had Sarah Demos, Senior Auditor, come and audit the library's financials records for FY15-16. To date, the auditor's report has not been completed.
- On September 18, 2016 the library's irrigation system was turned off for the season and the system was winterized on September 21, 2016. The system was turned off early due to the drought.

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

- This year, in the children's summer reading program, over 1,330 children participated and read 42,892 books from June 1 to September 10, 2016. The young adult summer reading program attracted over 515 participants who read 4,481 from June 1 to September 10, 2016. The winner of the 2016 Janice Anagnos Memorial Certificate and prize is Taryn Kocak.
- The Children's Room will be hosting *Trevor the Juggler* on Monday, October 17 from 4:00 – 5:00 p.m. During this infectiously enthusiastic program Trevor will amaze patrons of all ages with his juggling feats. This program is open to all ages, and space is limited to 90 people. Advance registration is required and begins on Tuesday, October 11 at 9:00 a.m. To register call 603-432-1127 or come by the Children's Room.
- The Children's Room will be hosting its annual Halloween celebrations, *Pumpkin Patch*, on Monday, October 24 and Tuesday, October 25 from 4:30-5:30 p.m.

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Those who wish to may participate in a costume parade beginning at 4:15 p.m. on each day. Local author and Londonderry resident, Dave Bastien will be present to read his Halloween story *Pick Me! Pick Me! The Story of the Magic Pumpkin*. At the end of the program, those participants that wish may watch the animated film *Toy Story of Terror*. These programs are open to all ages and space is limited to 90 people each session. Advance registration is required and begins on Monday, October 17 at 9:00 a.m. To register call 603-432-1127 or come by the Children's Room.

- Fall Session 2 programs of Craft Time, Shake, Move & Read and Toddler Time will run from October 26 through November 17. Advance registration is required and begins on Monday, October 17 at 9:00 a.m. To register call 603-432-1127 or come by the Children's Room.
- Young Adults are invited to the library on Thursday, October 13 from 3:30-4:30 p.m. for a fun craft hour. All participants in grades 6 through 12 will explore their creative side, hang out with other teens, and experience a variety of craft opportunities. In addition at this special event, snacks and drinks will be served and there will be a raffle for fun door prizes. No registration is necessary.
- Young adults, grades 6 through 12 are invited to participate in the Flume Award voting. During the month of October for every book you read and enjoy from the Flume Award list, fill out a voting slip available at the circulation desk for any title you would recommend. All participants will be entered into a raffle drawing for a chance to win a Barnes & Noble gift certificate. All voting slips must be turned in by closing on Friday, October 28, 2016. Multiple entries are allowed.
- Ms. Janice Spina donated a copy of her book *Davey & Derek Junior Detectives: The Case of the Magical Ivory Elephant* for the children's room collection.
- Mr. Brian Macdonald and Ms. Brenda Macdonald donated a copy of their book *Bob Hikes Mount Monadnock: A Boy's Love for Adventure and History* for the children's room collection.
- Mr. Dave Bastien donated a soft cover and a hard cover copy of his book *Pick Me! Pick Me! The Story of the Magic Pumpkin* for the children's room collection.

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

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

- The Leach Library now has 671 facebook fans and we had 232 visits to our blog page in September. These are just a few ways we get the word out about our great programs.
- The nation is facing a significant election next month. Are you ready to cast your vote? Now might be a good time to visit the past by reading one of our outstanding new books on some of the great individuals who have stood in this office. Visit our display on U.S. Presidents this month to acquire a greater understanding of some of our great leaders. These include Let the People Rule: Theodore Roosevelt and the Birth of the Presidential Primary, A Self-Made Man: The Political Life of Abraham Lincoln, 1809-1849, Rightful Heritage: Franklin D.

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Roosevelt and the Land of America, and Jefferson's America: The President, the Purchase, and the Explorers who Transformed a Nation.

**Old Business:**

- FY17-18 Proposed Budget  
Barbara Ostertag-Holtkamp distributed the updated FY17-18 Proposed Budget. She informed the Board that the Town gave her a projected amount for health and life insurance that she included in the revised budget proposal.

**New Business:**

- Internet Access Policy  
Barbara Ostertag-Holtkamp distributed the proposed changes to the Internet Access Policy. She explained to the Board that as disks are no longer used, the library proposes selling USB drives at a cost of \$4.00 each to library users who wish to use one. The Director noted that WIFI had also been added to the updated policy. A discussion ensued. A **motion** was made by John Curran to accept the revised Internet Access Policy. The **motion was seconded** by Pauline Caron. All in attendance accepted the motion, **motion carried**.
- Budget Calendar  
Barbara Ostertag-Holtkamp distributed the Budget Calendar for FY17-18 Budget meetings. The Budget Presentations will be held on Saturday, November 5, 2016.
- Barbara Ostertag-Holtkamp informed the Board that the library received a check from Citizens Bank for the amount of \$28.42, along with a letter that did not clearly explain the reason for the check. Treasurer Pauline Caron went to the bank and she also called the phone number in the letter, but she was unable to get a clear answer regarding the check. Barbara Ostertag-Holtkamp met with Doug Smith, Finance Director, who told her that the Town also received a check and they have deposited it under Miscellaneous Revenue. The library will be depositing their check using the same entry as noted by the Finance Director..

A **motion** was made at 7:42 p.m. by Pauline Caron to adjourn the meeting. The **motion was seconded** by John Curran. All in attendance accepted the motion, **motion carried**.

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

Minutes Typed by: Sally Nelson

Date: October 5, 2016

Respectfully submitted,

Sally Nelson  
Assistant Director and Head of Circulation Services