

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of December 7, 2016

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Call to Order:

The meeting was called to order at 7:03 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 November 2, 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 Cynthia Peterson. All in attendance accepted the motion, **motion carried**.

Friend's Report:

The Friends met in November and set up their Holiday sales table with a variety of treats, including chocolate dipped pretzel sticks, fudge, coconut oatmeal cookies, bird seed and dog treats. There is also a children's sweater, hand knit by Betsy McKinney, for sale. The next meeting is scheduled for Monday, January 9, 2017 at 1:00 p.m. in the library meeting room.

Pauline Caron informed the Board that she sent a flower arrangement from the Trustees in memory of Joe Green's mother, who died recently. The arrangement was purchased from Chalifour's Flowers.

Director's Report:

Gifts Donated to the Leach Library –

- Mr. Eugene Shannon donated a subscription to "The New American" magazine.
- Ms. Denise Dyer donated \$50.00 in memory of Mr. Benjamin Yates Brewster Jr.

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

Programs –

- The November 17 program, "Spies in Time", was cancelled by the presenter, Dr. Wheeler.
- On Thursday, December 8, at 7:00 p.m., the library will host Mr. Bob Frishman's presentation, "Timekeeping and Timekeepers in Early New England". With more than 100 digital images, Mr. Frishman's lecture will offer a history of clocks and watches in New England beginning with the arrival of the Mayflower up to the

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adoption of standard time by the railroads in the late 19th century. The lecture will be followed by an informal appraisal session when attendee clocks can be identified and evaluated.

- On Thursday, January 19, 2017, at 7:00 p.m., the library will offer the program “Exemplary Country Estates of New Hampshire” by Cristina Ashjian. In this slideshow presentation, Ms. Ashjian will introduce the history of the country house movement that was launched in the early 20th century. Using historic images and texts, she will discuss well-known estates now open to the public such as The Fells on Lake Sunapee, and The Rocks in Bethlehem. This program is sponsored by the Friends of the Londonderry Leach Library.
- On Thursday, February 16, 2017, at 7:00 p.m., the library will have Laura Campbell present “Iconic Italian Gardens”. Ms. Campbell will explore the history of several well-known Italian gardens including Ninfa, Villa Lante, and Villa D’este.
- On Thursday, March 16, 2017, at 7:00 p.m., the library will present “Moose Man Moments in the Wild” by Rick “The Moose Man” Libbey. Join us for a slideshow presentation featuring Mr. Libbey’s own photographs of native animals including moose, loons, bobcats, fox, owls, and more. “The Moose Man” will discuss his oftentimes humorous experiences in the wild and share how he captures his images. This program is sponsored by the Friends of the Londonderry Leach Library.
- On Thursday, April 13, 2017, at 7:00 p.m., the library will host Mr. Adam Boyce for an evening presentation of “The Old Country Fiddler: Charles Ross Taggart, Traveling Entertainer”. In this living history performance, learn about the life of musical humorist Charles Ross Taggart. Mr. Taggart has performed across the country for over 40 years as a fiddler, piano player, comedian, singer, and ventriloquist.
- On Thursday, May 18, 2017, at 7:00 p.m., the library will offer “The Magic of the West: Yellowstone and Big Sky Country” by Rick Little. Join us as Mr. Little shares his travel adventures in one amazing corner of the West. In his slideshow presentation, he will explore the beauty of the Bighorn River region in south-central Montana, the canyons of the Missouri in central Montana, and finally the magnificence of Yellowstone National Park and the Beartooth Highway.
- On Thursday, June 15, 2017, at 7:00 p.m., the library will bring in Ms. Sherry Brandsema and Mr. Bob Hogan for an evening presentation of “Under the Sea: Underwater Photography”. In this slideshow presentation, Ms. Brandsema and Mr. Hogan will share diving gear, animal facts, and their own vibrant photographs. They will discuss the challenges of underwater photography and the creatures of the Caribbean including starfish, coral, sharks, and more.

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. A PDF copy of the report was received on November 29.
- On November 11, 2016, the ceiling above the lobby entrance was repaired and painted.

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- On November 28, 2016, an HVAC technician came to fix the heating problem in the downstairs meeting room. The igniter and a few sensors were replaced. Unfortunately, the problem is ongoing and Control Technology has been over several times in an effort to fix it. They will come once again tomorrow morning at 7:30 a.m.
- On November 30, 2016, the library's gutters were cleaned.

Assistant Director and Head of Circulation Services Report:

- There were 1385 participants took part in 17 Children's Room programs and activities during the month of November.
- The *Ringmaster of Fun* program was attended by 86 participants.
- On Monday, December 12 from 4:00-5:00 p.m. come to the children's room to play *Winter Fun Book Bingo*. All participants will have a chance to win books from our special selection table. This popular program is open to 90 participants of all ages. Advance registration is required and began on Monday, December 5 at 9:00 a.m. To register, call 603-432-1127 or come into the children's room.
- On Monday, December 19 from 4:00 p.m.-5:00 p.m. come to the children's room for a visit with T-Rex, star of several popular children's books. There will be plenty of time for a hug and pictures with T-Rex at the end of the program. This fun-filled program is open to 90 participants of all ages. Advance registration is required and begins on Monday, December 12 at 9:00 a.m. To register, call 603-432-1127 or come into the children's room.
- The children's room will be offering the following programs as part of Winter Session 1: Craft Time, Shake, Move and Read, and Toddler Time. These programs run from December 7 to December 15, and January 11 to January 19, 2017, with a break in the middle for the holidays. Advance registration is required and began on Monday, November 28 at 9:00 a.m. To register, call 603-432-1127 or come into the children's room.
- Come to the library on Thursday, December 8 from 3:30-4:30 p.m. for our Young Adult movie showing of *Jungle Book*. All participants in grades 6 through 12 can come and enjoy this entertaining movie. In addition at this special event, snacks and drinks will be served and there will be a raffle for fun door prizes. No sign up is necessary.
- Ms. Elizabeth McKinney donated a copy of her book *What Makes Me Special!* for the children's room collection.

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

Assistant Director and Head of Reference Services Report:

- The reference staff answered 1,494 reference questions in November. We had an additional 249 directional questions.
- This month marks the 75th anniversary of the attack on Pearl Harbor. We are honoring the brave men and woman who served in the armed forces during World War II with a special display of books on Pearl Harbor and World War II. Some

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newer titles include Countdown to Pearl Harbor: The Twelve Days to the Attack by Steve Twomey, Pearl Harbor: from Infamy to Greatness by Craig Nelson, and Eyewitness to Infamy: An Oral History of Pearl Harbor, December 7, 1941 by Paul Travers.

Old Business:

- **FY17-18 Proposed Budget**

Barbara Ostertag-Holtkamp distributed a revised FY17-18 Proposed Budget. She thanked Betsy McKinney for speaking eloquently on behalf of the library at the recent Budget Presentation in asking for a part-time employee in order to restore Friday hours of operation. Barbara Ostertag-Holtkamp said that we hope to be able to increase Friday hours in the Spring. John Curran inquired about the auditing of the library's books. Barbara Ostertag-Holtkamp said that the process varies from year to year depending on the auditor assigned to the library. The auditors are required to do their initial fieldwork in the library. After that, they either come back, email or phone with their questions and requests for additional information. This year we obtained the completed auditor's report on November 29, 2016, and it has been added to the reference collection for the public.

- **Staff Holiday Lunch**

Melissa Coffey stated that she is ready to order the pizzas on Wednesday, December 14, 2016, for the staff holiday lunch. A discussion ensued about what desserts Board members will provide.

New Business:

There was none this month.

A **motion** was made at 7:45 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: December 7, 2016

Respectfully submitted,

Sally Nelson
Assistant Director and Head of Circulation Services