

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of June 1, 2016

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Call to Order:

The meeting was called to order at 7:05 p.m. by Chair Betsy McKinney. The following board members were in attendance: Pauline Caron, Robert Collins, Carol Introne, Melissa Coffey, and John Curran. 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 May 4, 2016 was distributed prior to the meeting. No changes were made. A **motion** was made by Carol Introne to accept the minutes as written. The **motion was seconded** by Robert Collins. All in attendance accepted the motion, **motion carried**.

Friend's Report:

The Friends set up their Cakeless Bake Sale. They discussed ideas for items for their holiday sale. The next meeting is scheduled for Monday, June 13, 2016 at 1:00 p.m. in the library meeting room.

Director's Report:

Gifts Donated to the Leach Library –

- Mr. Peter C. Langella donated two copies of his book "A Warrior's Heart: Battle for the Ancient City".
- Mr. Jack Falvey donated a copy of his books "After College: The Business of Getting Jobs", "What's Next: Career Strategies After 35" and "Is There Life After College?"

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

Programs –

- On May 19, 2016, the library hosted "Songs of World War II" with Mr. Richard Kruppa. 42 individuals attended the program.
- On June 16, 2016, at 7:00 p.m., the library will feature "Arthurian Revival in New England". How did the legend of King Arthur take root in America and how did we make it our own? Join independent scholar Dr. Clia Goodwin for an illustrated presentation as she explores two New England interpretations of King Arthur: "A Connecticut Yankee in King Arthur's Court" and the Edwin Austin

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Abbey mural series depicting the quest for the Holy Grail. The program is sponsored by the Friends of the Londonderry Leach Library.

Announcements -

- On March 24, 2016, the library's boiler passed the annual inspection. We are still waiting for the certificate.
- On May 5, 2016, the sprinkler backflow prevention was inspected. It passed inspection. However, deficiencies were noted during the sprinkler inspection. There was a recalled sprinkler head in the elevator room and an additional sprinkler head needed to be installed in the small closet in the meeting room. The work was completed on May 23, 2016.

Cynthia Peterson arrived at 7:11 p.m.

- On May 9, 2016, work began to replace the broken compressor on the Historical Room HVAC. The work was completed May 11, 2016. The Historical Room books, etc., along with the shelving units and books on the back wall were put back on the same day. Unfortunately, the compressor worked, but the room was still too warm and the humidity too low. It was determined that a new humidity canister was needed. The part is on order and will be scheduled for installation once it is received.
- On May 12, 2016, Pennichuck inspected the water backflow prevention. It passed inspection.
- On May 23, 2016, the emergency lighting passed inspection after several batteries were replaced.
- The Town's auditors have been scheduled to audit the books on August 8, 2016.

Assistant Director and Head of Circulation Services Report:

- The subject of the Spotlight Display in the Children's Room, that each month highlights books from different areas of the collection, is *On Your Mark, Get Set, Read!*, the theme of this year's Children's Summer Reading Program. Stop by and check out some of our materials on all sorts of sports and activities as well as the amazing display.
- Sign-up for the Young Adult and Children's Summer Reading Programs began today.
- Come to the library on Monday, June 6 from 4:00-5:00 p.m. to decorate your own tote bag. This exciting program is open to 90 participants. Advance registration is required and began at 9:00 a.m. on Monday, Tuesday, May 31. To register, call 603-432-1127 or stop by the Children's Room.
- Come to the library on Monday, June 13 from 4:00-5:00 p.m. to enjoy *You've Got a Friend in Me*. This fun-filled program is open to 90 participants. Advance registration is required and begins at 9:00 a.m. on Monday, June 6.
- The library will be starting off this year's Children's Summer Reading Program with a visit from Hedgie. Come to the library on Tuesday, June 21, Wednesday, June 22

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or Thursday, June 23 from 11:00 a.m. – 12:00 p.m. to explore the mysterious wonder of a garden at night. During this exciting program, we will hear the stories of the many animals that visit our gardens at night. There will be plenty of time for a hug and picture with Hedgie. Each participant will also be entered into a raffle for a chance to win a cool prize bag. Registration is required and begins the Thursday prior to the program.

- Spend a relaxing time out on the water at the library on Monday, June 27 from 11:00 a.m. – 12:00 p.m. with our *Come Sail Away* program. Participants will hear stories of the many different types of ways in which fun can be had on the water. Registration is required and begins the Thursday prior to the program.
- On Tuesday, June 28 from 10:00-10:30 a.m., join us for a drop-in Story Time and learn about Medieval Times. No registration is required for this program.
- Join Cactus Head Puppets on Wednesday, June 29 from 11:00 a.m. – 12:00 p.m. for an enjoyable time of puppetry fun. Registration is required and begins the Thursday prior to the program.
- Come to the library on Thursday, June 30 either from 10:00 – 10:45 a.m. or from 1:00 – 1:45 p.m. to have fun at Craft Time. You will create your own pennant picture frame. Registration is required and begins the Thursday prior to the program.
- The Young Adult Summer Reading Program, *Get in the Game, Read*, kicks off on Thursday, June 23 with Movie Night. Come watch “Goosebumps” Meeting time: 5:00-7:15 p.m.
- On Thursday, June 30 from 6:00-7:00 p.m., students in grades 6 through 12 are invited to participate in *Boy/Girl Meets World*. Come and create your own country! Design a flag, write some laws, or...you decide.
- A donation of ten all-day passes to Water Country in Portsmouth has been received to use as incentives for the Young Adult Summer Reading Program.

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**.

Assistant Director and Head of Reference Services Report:

- The reference staff answered 1,345 reference questions in May. We had an additional 227 directional questions and 630 Internet logons.
- Our seventh annual Adult Summer Reading Program began today, June 1, 2016, and it runs through August 31, 2016. This year’s theme is “Exercise Your Mind” where we can work out our minds as well as our bodies. Check out our central display each month during June – August for a selection of reading material with different monthly topics relating to the theme. June’s display is “Fitness”. Browse the display to discover a new way to keep fit. Complete the “word search” game sheet and return it to the Reference Desk by June 30, 2016. Every completed and correct entry will be entered into a monthly prize drawing.
- We have received two \$10 gift cards from Coffeeberries for the Adult Summer Reading Program.

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

Old Business:

- Historical Room HVAC
This was already discussed in the Director's Report.

New Business:

- Sprinkler inspection
This was already discussed in the Director's Report.
- Book Account
Chair Betsy McKinney suggested that the Board consider transferring money from the Trustee Account to the Book Account.

A **motion** was made by Pauline Caron to transfer \$10,000.00 from the Trustee Account to the Book Account. The **motion was seconded** by Robert Collins. All in attendance accepted the motion, **motion carried**.

- Board Meetings in July and August
Chair Betsy McKinney asked the Trustees to consider whether to meet in July and August. A discussion ensued. The Board decided not to meet in July and August unless there was need for an emergency meeting.
- Board of Trustees tour of the Children's Room
Barbara Ostertag-Holtkamp invited the Board to take a tour of the Children's Room after the meeting adjourned to see the Children's Summer Reading Program displays.

A **motion** was made at 7:35 p.m. by Pauline Caron 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, Kathy Mague

Minutes Typed by: Sally Nelson Date: June 1, 2016

Respectfully submitted,

Sally Nelson
Assistant Director and Head of Circulation Services