

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES Minutes of November 7, 2018

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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: Robert Collins, Carol Introne, Melissa Coffey, and Cynthia Peterson. Also in attendance: Barbara Ostertag-Holtkamp, Library Director; and Sally Nelson, Assistant Director and Head of Circulation Services.

Secretary's Report:

The Secretary's Report for October 3, 2018 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 Cynthia Peterson. All in attendance accepted the motion, **motion carried**.

Treasurer's Report:

The Treasurer's Report for July 1, 2018 through September 30, 2018 was distributed by Barbara Ostertag-Holtkamp on behalf of Treasurer Pauline Caron.

Friend's Report:

Chair Betsy McKinney reported that the Friends will meet on Saturday, November 17, 2018 at 9:00 a.m. in the library meeting room to set up items for the holiday sale.

Director's Report:

Gifts Donated to the Leach Library –

- Mr. Chris Ledoux donated a copy of his book "The Burnt Sunset" to the library.
- Ms. Jayne Crowther donated \$20.00 to purchase the book "It's a Puppy's Life" in memory of Sandy Knox, her cousin's dog.

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

Programs –

- On Thursday, October 11, Rob Velella presented "An Evening with Edgar Allan Poe" at the library. 56 individuals attended the program.
- On Thursday, November 15, at 7:00 p.m., the library welcomes Tim Kennedy and Marianne Page who will present "Introduction to Winter Hiking in the White Mountains". During the presentation, they will discuss hiking preparedness including equipment, emergency gear, food and fluids.

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- On Thursday, January 17, at 7:00 p.m., Mr. George Morrison will present “Vanished Veterans: New Hampshire’s Civil War Monuments and Memorials” at the library. From Seabrook to Colebrook, Berlin to Hinsdale, New Hampshire’s towns, individuals, and veterans’ organizations erected a fascinating assortment of memorials to The War of the Rebellion. Beginning with obelisks of the 1860s and continuing to remastered works of the 21st century, historian George Morrison will share a diverse selection of New Hampshire’s commemorations and their stories.
- On Thursday, February 21, at 7:00 p.m., the library welcomes Ms. Anne Barrett for an evening performance of “The *First First Lady*”. Ms. Barrett will portray Mrs. Martha Washington as she takes the audience on a journey through her life, sharing her private family joys and sorrows. As the year is 1792, she will be relating her experiences thus far as the President's wife, detailing everything from her social obligations to the current political climate.
- On Thursday, March 21, at 7:00 p.m., the library will have Mr. Tom O’Carroll present “Dublin in Song and Story”. Mr. O’Carroll will captivate the audience with his lively performance of Irish culture, telling the tales and singing the songs of Dublin, his native city.
- On Thursday, April 11, at 7:00 p.m., Mr. T.J. Cullinane will share his presentation “Seashells in My Pocket: Getting to Know the Seashells of the Gulf of Maine” at the library. Join Mr. Cullinane as he discusses how to identify different seashells found along the Gulf of Maine. He will display some of his own shells and specimens for the audience to view and invites attendees to bring their own seashells.
- On Thursday, May 16, at 7:00 p.m., the library will host Ms. Ellie Roden for an evening presentation of “Art from the Garden: Creating with Pressed Flowers”. Ms. Roden will offer ways to preserve flowers, leaves, and other plant material and transform them into beautiful art. She will share some of her own work as well as various flower pressing techniques, tips, and ideas.
- On Thursday, June 13, at 7:00 p.m., the library will offer Ms. Marya Danihel’s musical presentation “Pleasures of the Parlor: Playlists from a Victorian iPod”. Ms. Danihel will introduce a variety of tunes middle-class New England families loved to sing during the Victorian era. She will combine her performances with some music history discussion.

Announcements -

- On October 11, 2018, we were notified that the fire alarm was not pinging at the Fire Department. The issue was resolved once a new battery and fuse were replaced on October 17, 2018.

Assistant Director and Head of Circulation Services Report:

- The children’s program in October, *The Comedy Magic Show*, was very popular with 92 participants.
- On Monday, November 5 from 4:00-5:00 p.m. children were invited to the library to celebrate the earlier setting of the sun with a *Pajama Party*. Participants heard stories of bedtime routines gone crazy, sang favorite bedtime songs, and said goodnight to a very silly gorilla.

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- Come to the children's room on Monday, November 26 from 4:00 p.m.-5:00 p.m. for a fun *Family Concert with Jeannie Mack*. Musician Jeannie Mack will perform a wide range of songs and invite audience participation. The program is open to 90 participants of all ages. Advance registration is required and begins on Monday, November 19 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 Fall Session 2: Craft Time, Shake, Move and Read, and Toddler Time. These programs are ongoing through November 15, so come in and register or call the children's room at 432-1127 for program details and registration.
- The library will be pre-ordering t-shirts and other items for next summer's children's reading program. The theme for the program is *A Universe of Stories*, and there are items available for both children and adults. Stop by the children's room and pick up a brochure and order form. Orders are due to the library by the end of Saturday, November 17, with delivery expected in early spring of 2019.
- The library will be offering a fun craft each week during November. At the start of each week, supplies for the *Create a Craft* will be found in the box on the spotlight shelf. A new craft will be available each week starting at 9:00 a.m. on 11/5, 11/13, 11/19, and 11/26.
- The library will be offering an exciting trivia challenge each week during the month of November. Stop by the Children's Room desk to answer our special *Delve into Knowledge* trivia challenge question. If you are not sure of the answer, use one of our books or the Internet to help you. All answers will be entered into a drawing for a chance to win an exciting prize. A new challenge will be available each week starting at 9:00 a.m. on 11/5, 11/13, 11/19, and 11/26.
- Come to the library on Thursday, November 8 from 3:30-4:30 p.m. for our *Solve This!* young adult program. All participants in grades 6-12 will work together or in groups to find solutions to challenges that they encounter. In addition, at this special event, snacks and beverages will be served and there will be a raffle for fun door prizes. No registration is necessary.
- There were a total of 1499 reference questions, and a total of 287 directional questions answered in October.
- There were 720 materials cataloged, and 267 materials withdrawn in the month of October.

Old Business:

- FY19-20 Proposed Budget

Barbara Ostertag-Holtkamp stated that the budget presentation occurred on Saturday. The Town is still considering the impact of the new definition of a default budget. Union contract raises are included in the new definition of a default budget, but as the library staff is non-union, none of their pay raises or health insurance increases are included. These are currently in a supplemental warrant.

- Children's Room Couch and Chair

Barbara Ostertag-Holtkamp informed the Board that a new couch and chair have been ordered for the children's room. They will take approximately five more weeks to arrive.

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New Business:

- Holiday staff lunches

Barbara Ostertag-Holtkamp suggested that Wednesday, December 12 at 12:00 p.m. would be the best date and time. The Board agreed. Melissa Coffey volunteered to order pizzas and salads from Prosciutto's, and Chair Betsy McKinney volunteered to pick them up and deliver them to the library.

Non Public Session:

Enter Non Public Session

Chair Betsy McKinney requested a roll call vote to enter Non Public Session pursuant RSA 91-A:3 II, subparagraph (a), the dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.

Roll Call Vote: Aye, Betsy McKinney; Aye, Robert Collins; Aye, Carol Introne; Aye, Melissa Coffey; Aye Cynthia Peterson.

The Board entered Non Public Session at 7:25 p.m.

Exit Non Public Session

Chair Betsy McKinney requested a motion to exit Non Public Session. Robert Collins made a **motion** at 7:45 p.m. to exit Non Public Session. The **motion was seconded** by Melissa Coffey. Board's **vote:** 5-0-0 to exit.

A **motion** was made by Chair Betsy McKinney to give the Director an over classification award in accordance with the Library Personnel Policy, for an Outstanding evaluation. The **motion was seconded** by Robert Collins. All in attendance accepted the motion, **motion carried**.

A **motion** was made at 7:46 p.m. by Robert Collins 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

Minutes Typed by: Sally Nelson

Date: November 7, 2018

Respectfully submitted,

Sally Nelson
Assistant Director and Head of Circulation Services