

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of May 1, 2019

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Call to Order:

The meeting was called to order at 6:58 p.m. by Chair Betsy McKinney. The following board members were in attendance: Melissa Coffey, John Curran, Sandy Geisler, Carol Introne, Cynthia Peterson, and Vicki Stachowske. 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 April 3, 2019 was distributed prior to the meeting. No changes were made. A **motion** was made by John Curran to accept the minutes as written. The **motion was seconded** by Carol Introne. All in attendance accepted the motion, **motion carried**.

Treasurer's Report:

The Treasurer's Report for January 1, 2019, through March 31, 2019, was distributed by Vicki Stachowske. A **motion** was made by Melissa Coffey to accept the Treasurer's Report. The **motion was seconded** by Cynthia Peterson. All in attendance accepted the motion, **motion carried**.

Director's Report:

Gifts Donated to the Leach Library –

- The library has received the following gift cards for the adult summer reading program:
 - \$25.00 gift card from Janie's Uncommon Café;
 - \$25.00 gift card from Pasquale's Ristorante;
 - \$25.00 gift card from Coach Stop Restaurant.
- The Londonderry Historical Society donated a copy of "All the way back (2011 to 571 AD): Genealogy of Rodgers Bruce Johnson and Margery Ruth Howe" to the library.
- Ms. Nancy Maynard donated a check for \$25.00 to the library

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

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Programs –

- On Thursday, April 11, Mr. T.J. Cullinane presented “Seashells in My Pocket: Getting to Know the Seashells of the Gulf of Maine” at the library. 21 individuals attended the program.
- 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. This program is sponsored by the Friends of the Londonderry Leach Library.
- 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 January 23, 2019, an elbow joint of a pipe going to the sprinkler in the alcove next to my office broke. It caused major flooding in approximately 1/3 of the adult section of the library. Thousands of dollars of items were saved by the staff including original artwork, chairs, tables and materials. The carpet was extracted that evening, and was cleaned and treated for mold the next day. So, the carpet was also saved. Unfortunately, there was damage to some drum tables and books that will need to be replaced. Also, the alcove walls and ceiling will need to be demolished and rebuilt. The same applies to the sheet rock and coving up along the walls from the circulation desk to the study room. In this case, the repairs of the walls will only encompass the bottom two feet. The repair started on Wednesday, January 30. The repairs were completed on Friday, March 1, 2019. Invoices totaling \$104,512.61 have been submitted to the insurance company. This includes an estimated cost for the replacement of three drum tables with shipping. **Two checks have been issued to date: one in the amount of \$3,296.22 which has been posted to the library’s budget. A second check was issued to Insurcomm for \$37,177.31. The \$1,000 deductible came from the Town’s insurance deductible line. There is one outstanding invoice to Insurcomm for \$63,039.08.**

Assistant Director and Head of Circulation Services Report:

- During the month of April, Michael Menes and his *Rockin’ Library Juggling Comedy Show* delighted an audience of 87 participants with his juggling and amazing tricks.
- During Children’s Book Week, starting Monday, April 29 and ending Saturday, May 4, you will earn a raffle ticket for a chance to win a book bag for each item checked out of the library children’s room.
- Join Cactus Head Puppets for their performance of *Bremen Town Musicians Puppet Show* on Monday, May 13 from 4:00 – 5:00 p.m. What are a dog, a cat, and a

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rooster to do when they have to leave the farm? Try to become world famous musicians, of course! Follow this hilarious tale of four farm animals who set out on the road to Bremen to pursue their dreams. This program is open to 90 participants of all ages, and advance registration is required. To register, stop by the children's room, or call 432-1127 beginning at 9:00 a.m. on Monday, May 6.

- Hop into the library on Tuesday, May 28 from 4:00 – 5:00 p.m., for a program full of high energy fun. Hear stories of many animals that hop, from leaping frogs to hopping bunnies. We will also learn some animal facts, and end the program with a race to see which animal can hop the fastest. Each participant will leave with a bouncing plush bunny ball as a memento. This program is open to 90 participants and advance registration is required. To register, stop by the children's room, or call 432-1127 beginning at 9:00 a.m. on Monday, May 21.
- The Children's Room will be offering the following programs as part of Spring Session 2: Craft Time, Shake, Move and Read, and Toddler Time. Spring Session 2 will start May 8 and end May 30. Advance registration is required and has already begun.
- Come to the library on Thursday, May 9 from 3:30-4:30 p.m. for our young adult program, *Fun & Games*. All participants in grades 6 through 12 will take part in an enjoyable hour of fun games and activities. In addition, snacks and beverages will be served and there will be a raffle for door prizes. No registration is necessary.
- The Reference Department logged 335 people onto the Internet in April.
- The adult room display topic for May is Summer Outdoor Activities.
- May is Lyme Disease Awareness Month. Check out the small display on this subject. Answer a trivia question at the reference desk and receive a free tick remover, on a first come, first serve basis.
- The Technical Services department cataloged 289 children's materials in April.
- The library has received the following donations:
 - A gift certificate to XtremeCraze interactive fun center, good for up to five people for one session of laser tag or the air park, for a value of \$75.00. This pass is for use during the young adult summer reading program.
 - Six All-Day Passes to Canobie Lake, with a face value of \$39.00 per pass, and a combined value of \$234.00. Each pass is for use during the young adult summer reading program.
 - Two 18-hole round golf certificates from the Londonderry Country Club, with a face value of up to \$30.00 each, and a combined value of up to \$60.00. Each pass is for use during the young adult summer reading program.

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

Old Business:

- Status of repairs from flood due to burst sprinkler pipe
Barbara Ostertag-Holtkamp informed the Board that she is currently working with the insurance company, and she hopes that this will be completed within the next month.

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- Update Trustees listing for website, etc.
Barbara Ostertag-Holtkamp passed the list around so that the updates could be completed.
- Update sidewalk repair
Barbara Ostertag-Holtkamp informed the Board that this repair is on hold until there are three consecutive sunny days. John Curran asked if the old cement would be chiseled out and a fresh skim coat laid down. Barbara Ostertag-Holtkamp confirmed that this would be done, and stated that the work would be completed in two halves in order that patrons will be able to access the building during the work.
- Staff luncheon update
Chair Betsy McKinney asked how the staff luncheon went that the Board provided to thank the staff for all their hard work during the flood repairs. Barbara Ostertag-Holtkamp responded that it went very well. She thanked the Board for providing pizza and a cake that were very much appreciated by the staff.

New Business:

- Friends update
Chair Betsy McKinney informed the Board that the Friends Cakeless Bake Sale has been set up in the library. The next Friends meeting is scheduled for Monday, June 10, 2019 at 1:00 p.m. in the library meeting room.

A **motion** was made at 7:20 p.m. by Carol Introne 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

Minutes Typed by: Sally Nelson Date: May 1, 2019

Respectfully submitted,

Sally Nelson
Assistant Director and Head of Circulation Services