

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES Minutes of December 3, 2008

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Call to Order:

The meeting was called to order at 7:01 p.m. by Chairman Richard Matckie. The following board members were in attendance: Pauline Caron, Kathleen Carr, William Feldmann, Karen Goodman, Richard Matckie, Betsy McKinney, and Vicki Stachowske. Also in attendance: Barbara Ostertag-Holtkamp, Library Director; Sally Nelson, Assistant Director and Head of Circulation Services; Kathy Mague, Assistant Director and Head of Reference Services.

Secretary's Report:

The Secretary's Report for November 5, 2008 was distributed prior to the meeting. No changes were made. A **motion** was made by Karen Goodman to accept the minutes as written. The **motion was seconded** by Kathleen Carr. All in attendance accepted the motion, **motion carried**.

Friend's Report:

The Friends have put up a display at the library of Christmas crafts that are for sale. The next book sale by the Friends will be on February 28, 2009. The next meeting is scheduled for January 21, 2009 in the library meeting room.

Director's Report:

Gifts Donated to the Leach Library –

A holiday wreath was donated to the library by Boy Scout Troop 426. A **motion** was made by Karen Goodman to accept the donation. The **motion was seconded** by Kathleen Carr. All in attendance accepted the motion, **motion carried**.

Programs –

- On Thursday, November 20, 2008, the library hosted a presentation on the "Basics of Tea." 51 individuals attended the program.
- On Thursday, January 15, 2009, at 7:00 p.m., the library will have a program "Discovering New England Stone Walls" with Kevin Gardner. This talk covers the history of stone walls in New England, including how they were built, how their styles emerged and changed over time, and their significance to the New England landscape. During the program, Mr. Gardner will demonstrate how the

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- walls were created by building a miniature wall on a tabletop. The Londonderry Historical Society will be sponsoring the program.
- On Thursday, January 29, 2009, at 7:00 p.m., the library will have a program "Preserving Family Papers". In this program, Senior Reference Librarian, David Smolen, will explain preservation options for family papers and photographs. The talk will cover storage and handling.
 - On Thursday, February 19, 2009, at 7:00 p.m., the library will host "New England Folksong" with Cliff McGann. This entertaining and educational folksong presentation includes a selection of tales from New England history. The stories of the Maine Lumberman, the Nantucket Whalerman, and the Gloucester Sailor will be discussed and illustrated in song.
 - On Thursday, March 26, 2009, at 7:00 p.m., the library will host "Attracting Birds and Butterflies to Your Garden" with Michelle Mensinger. This informative program will feature a variety of ways to create a garden that will attract birds and butterflies. The program will include a bird and butterfly trivia contest with bags of bird seed as prizes, as well as a hand-made birch suet feeder.
 - On Thursday, April 16, 2009, at 7:00 p.m., the library will have a presentation by John Rockwood on "Understanding and Respecting New England Wildlife". Local photographer John Rockwood will present a narrated slideshow featuring photos and facts about wildlife found in New England, including loons, harbor seals, bald eagles, and hummingbirds. The photos will include a number taken at Squam Lake Science Center and on Plum Island.
 - On Thursday, May 14, 2009, at 7:00 p.m., the library will host "Sea Shanties" with Tom Hall and Linn Schulz. The musical duo will perform sea shanties from such countries as England, Scotland and Ireland.

Announcements –

- The next budget meeting is on December 15, 2008 at 7:00 p.m. in the Moosehill Conference Room.
- The first public budget hearing is scheduled for January 5, 2009 at 7:00 p.m.

Assistant Director and Head of Circulation Services Report:

- During the month of November circulation increased by 17.79% over November 2007. The Adult Room circulated 14,467 items and the Children's Room circulated 9,048 items.
- The Children's Room staff answered 603 Reference questions during November.
- A total of 17 children's programs were offered this month, with 394 participants.
- Jennifer Delvillar and I attended Celebrity Reader day at Matthew Thornton Elementary School. I read the opening chapters from *Steel Trapp, the Challenge* by Ridley Pearson to Mrs. Sinclair's great 5th Grade class.

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- I put together a tri-fold bibliography of materials on the *We the People* bookshelf for the Young Adult area. These are the seventeen books that I received this year from the American Library Association. The bibliography includes a selection of both fiction and non-fiction materials focusing on freedom and equality from Colonial times to the present day. Particular attention is given to President Abraham Lincoln, both his life and his writings.

Assistant Director and Head of Reference Services Report:

- There were 733 items cataloged this month and 655 items discarded.
- The reference staff answered 765 reference questions this month and logged 790 people onto the Internet.
- The donated Santa's Village is now set up where the Reference staff usually has a large display. We have made two smaller displays this month each having to do with the holidays.
- The first display is on desserts which many people like to prepare for the holidays.
- The next is holiday fiction. We hope many of you will find a little time to relax with a good book at this busy time.

Old Business:

There was no old business this month.

New Business:

- Meeting Schedule for 2009-

Barbara Ostertag-Holtkamp distributed the list of Board of Trustees meeting dates for 2009. No changes were requested.

Non Public Session:

Enter Non Public Session

Chairman Richard Matchie 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.

A **motion** was made by Vicki Stachowske to go into non public session. The **motion was seconded** by William Feldmann. All in attendance accepted the motion, **motion carried**.

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Roll Call Vote: Aye, William Feldmann; Aye, Pauline Caron; Aye, Kathleen Carr; Aye, Richard Matchkie; Aye, Vicki Stachowske; Aye, Betsy McKinney; Aye, Karen Goodman.

The Board entered Non Public Session at 7:14 p.m.

A **motion** was made by Pauline Caron to allow Barbara Ostertag-Holtkamp to attend non public session as the subject pertains. The **motion was seconded** by Karen Goodman. All in attendance accepted the motion, **motion carried**.

Exit Non Public Session

Chairman Richard Matchkie requested a motion to exit Non Public Session. William Feldmann made a **motion** at 7:34 p.m. to exit Non Public Session. The **motion was seconded** by Betsy McKinney. Board's **vote** 7-0-0.

A **motion** was made by Betsy McKinney to accept the recommendations of the library staff. The **motion was seconded** by Vicki Stachowske. All in attendance accepted the motion, **motion carried**.

A **motion** was made at 7:35 p.m. by Betsy McKinney to adjourn the meeting. The **motion was seconded** by William Feldmann. All in attendance accepted the motion, **motion carried**.

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

Minutes Typed by: Sally Nelson Date: December 3, 2008

Respectfully submitted,

Sally Nelson
Assistant Director and Head of Circulation Services