

# LONDONDERRY LEACH LIBRARY

## BOARD OF TRUSTEES Minutes of October 6, 2010

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### **Call to Order:**

The meeting was called to order at 7:00 p.m. by Chairman Richard Matchkie. The following board members were in attendance: Pauline Caron, Richard Matchkie, William Feldmann, Betsy McKinney, and Karen Goodman. 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; and Town Council Liaison, Paul DiMarco.

### **Secretary's Report:**

The Secretary's Report for September 1, 2010 was distributed prior to the meeting. A **motion** was made by Betsy McKinney to accept the minutes as written. The **motion was seconded** by Pauline Caron. All in attendance accepted the motion, **motion carried**.

### **Friends Report:**

The Friends met last month and discussed the possibility of a silent auction to raise money for programs for the library. They also discussed the bulb sale that ended last Saturday. Pauline Caron will give a report on this next month. The Friends discussed things to do at Christmas time.

### **Director's Report:**

#### Gifts Donated to the Leach Library –

- Andres Duany donated two copies of each of his books: The Smart Growth Manual and Suburban Nation: The Rise of Sprawl and the Decline of the American Dream.
- Ms. Jeannine Wolfe donated \$50.00 to the library.
- Ms. Christine Dubois-Matson donated \$2.40 to the library.
- Ms. Susan Buckley donated \$5.00 for SEE museum passes.

A **motion** was made by Betsy McKinney to accept the gifts. The **motion was seconded** by Karen Goodman. All in attendance accepted the motion, **motion carried**.

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### Programs –

- On Thursday, September 9, 2010, at 7:00 p.m., the library had “Granite State Sacrifice During the American Civil War” with historian Steven Closs. 49 individuals attended the program.
- On Thursday, October 14, 2010, at 7:00 p.m., the library will host “Haunted Lighthouses of New England” with Jeremy D’Entremont. Mr. D’Entremont, an author, historian, and leading expert on local lighthouses, will give this talk on haunted lighthouses of New England. The illustrated presentation will feature historic and new photos of lighthouses in the region with tales of eerie happenings. Mr. D’Entremont is the author of seven books on lighthouses of the region and the historian for the American Lighthouse Foundation. He has appeared on the History Channel, the Travel Channel, Public Television, and National Public Radio as a guest expert on lighthouses.
- On Thursday, November 18, 2010, at 7:00 p.m., the library will have a concert with Jazz Guitarist Gerry Johnston. This solo jazz guitar performance will include selections from “The American Songbook.” These standards include songs by composers such as George Gershwin, Duke Ellington, and Cole Porter.

### Announcements -

- The library had a roof leak in the Technical Services department on August 5, 2010. The electrician needed to be called to rewire the emergency light located under the leak to turn it off temporarily. The roof was repaired on August 20, 2010. We are monitoring the area for a few weeks to make certain the leak repair holds before the light is rewired. The light was rewired on September 16, 2010.
- On September 8, 2010, the frayed rope in the library’s flagpole was replaced.
- On Sunday, October 3, 2010, the front sidewalk was sealed for the winter.

### **Assistant Director and Head of Circulation Services Report:**

- During the month of September, the children’s room circulated a total of 10,572 materials and answered 342 reference questions.
- The Fall Star Reader program has begun. Children who read a specific number of books for their age group get to write their name on a star that goes on the Star Reader wall.
- This month’s display in the children’s room is the Pumpkin Patch. Books about growing, carving and eating pumpkins as well as fun pumpkin stories can be found on the display just inside the children’s room door.
- During the month of October, teens can come to the library and recommend a book for consideration as a Flume or Isinglass Award book. Fiction, non-fiction and graphic novels may be suggested for the list. All participants will earn a chance to win a Barnes & Noble gift certificate. The winner will be notified in November.

**Assistant Director and Head of Reference Services Report:**

- The reference staff answered 880 reference questions in September and answered 87 directional questions. We logged 896 patrons onto the Internet.
- Are you a country music lover? Country music is a blend of traditional and popular music previously found in the South or Southwest, though it seems to be loved everywhere now. There are many sub-genres including Appalachian Folk, Bluegrass, Contemporary Country, Honky Tonk, Jug Band, Urban Cowboy, Western Swing, and many others. Beginning Monday we will highlight many of our country music cds on the large display table along with a few books on country music and DVDs based on the lives of a few country music stars.
- Our small table features books on newspapers and journalism. Newspapers deliver murders, politics, business, humor and other events that shape our lives. Find out what goes on behind the scenes in putting out a newspaper and see what some believe to be the future of journalism. October 10 is International Newspaper Carrier Day, a chance to recognize some of the people who make sure we receive our Newspaper each day.

**Old Business:**

- Proposed FY-12 Budget-

Barbara Ostertag-Holtkamp passed out the budget schedule and informed the Board that the library budget for FY11-12 will be presented on Saturday, November 20, 2010. Presentations will begin at 8:00 a.m. and the library is second to last. Pauline Caron asked Paul DiMarco if he realized that the date for posting the final warrant articles was not the forty-five days prior to Town Meeting that the law requires. Paul DiMarco said he would look into it. Barbara Ostertag-Holtkamp distributed the FY11-12 budgetary guidelines from Dave Caron, Town Manager. The Town Manager was directed by the Town Council to maintain a level tax rate. Each department was told it needed to submit a budget of 5% less than the FY10-11 approved level adjusted for personnel costs. Barbara Ostertag-Holtkamp then went through how she revised the budget. The proposed maintenance technician position was removed. She did state to the Board that the library is finding it difficult being without a maintenance technician due to a variety of operational issues including a loss of staff productivity. A discussion ensued on this issue. Barbara Ostertag-Holtkamp explained that she had removed from the previously proposed budget all increases to operating line items that would have brought them up to FY09-10 actual expenditures. She then added personnel cost increases. The budget then was reduced by 5% with the reductions split between full and part-time staff line items. The loss of staff will inevitably result in the library closing some days. A discussion ensued as to which days may be affected.

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**New Business:**

- Expendable Maintenance Trust Fund-

Barbara Ostertag-Holtkamp informed the Board that she had emailed Dave Caron regarding how to formally request money from the Expendable Maintenance Trust Fund to pay for some of the repairs that the library has currently been experiencing. Dave Caron replied that Barbara Ostertag-Holtkamp should email him the amount of the library's request. After a discussion the Board suggested that a request is made for \$25,000.

- Woodmont Development Impact Fees-

Chairman Richard Matckie spoke of the substantial new development in Woodmont Orchard to build a total of 1,200 new homes over the next twenty years along with a variety of businesses and support services. This will result in much greater usage of the library and would necessitate a new wing being added to the existing building. Richard Matckie asked Paul DiMarco how the library could be added to this plan. Paul DiMarco recommended speaking with Dave Caron regarding the library being included in the development plan.

**Non Public Session:**

**Enter Non Public Session**

Chairman Richard Matckie 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, Pauline Caron; Aye, Richard Matckie; Aye, William Feldmann; Aye, Betsy McKinney; Aye Karen Goodman.

A **motion** was made by Pauline Caron to allow Barbara Ostertag-Holtkamp, Sally Nelson and Kathy Mague to attend non public session as the subject pertains. The **motion was seconded** by William Feldmann. All in attendance accepted the motion, **motion carried**.

The Board entered Non Public Session at 8:04 p.m.

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**Exit Non Public Session**

Chairman Richard Matchie requested a motion to exit Non Public Session. Betsy McKinney made a **motion** at 8:07 p.m. to exit Non Public Session. The **motion was seconded** by Karen Goodman. Board's **vote** 5-0-0

A **motion** was made by Pauline Caron to accept the recommendation of the library staff. The **motion was seconded** by William Feldmann. All in attendance accepted the motion, **motion carried**.

A **motion** was made at 8:08 p.m. by William Feldmann to adjourn the meeting. The **motion was seconded** by Karen Goodman. All in attendance accepted the motion, **motion carried**.

Notes by: Barbara Ostertag-Holtkamp, Sally Nelson, Kathy Mague  
Minutes Typed by: Sally Nelson Date: October 6, 2010

Respectfully submitted,

Sally Nelson  
Assistant Director and Head of Circulation Services