

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES Minutes of November 3, 2010

Page 1 of 5

Call to Order:

The meeting was called to order at 7:03 p.m. by Chairman Richard Matchkie. The following board members were in attendance: Pauline Caron, Richard Matchkie, Robert Collins, Betsy McKinney, and Karen Goodman. 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 October 6, 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**.

Treasurer's Report:

Pauline Caron distributed the Treasurer's Report for July 1, 2010 – September 30, 2010. A **motion** was made by Vicki Stachowske to accept the Treasurer's Report. The **motion was seconded** by Betsy McKinney. All in attendance accepted the motion, **motion carried**.

William Feldmann arrived at 7:08 p.m.

Pauline Caron made a **motion** to take \$15,000 from the Trustee Account and put it in the Book Account. The **motion was seconded** by Vicki Stachowske. All in attendance accepted the motion, **motion carried**.

Friends Report:

The Friends met last month and discussed making holiday spoons. Pauline Caron thanked the library for the Certificate of Appreciation that was awarded to the Friends group in acknowledgement of their services to the library. A photograph was taken and published in the Londonderry Times and the Derry News. The next Friends meeting will be November 17, 2010. There will be no meeting in December.

Director's Report:

Gifts Donated to the Leach Library –

- Ms. Lisa Bocaner donated two framed posters, an illustration of "Treasure Island" and "Robin Hood".
- Mr. Bruce Dorner donated \$13.00 to the library.

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES Minutes of November 3, 2010

Page 2 of 5

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**.

Programs –

- On Thursday, October 14, 2010, the library hosted “Haunted Lighthouses of New England”. 73 individuals attended the program.
- 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.
- On Thursday, January 13, 2011, at 7:00 p.m., the library will offer the program “Seasons of the White Mountains” with Dave Smith. Take a visual journey along trails, brooks, and beautiful vistas of the White Mountains through each season as hiker and professional photographer Dave Smith presents this stunning slideshow program. Mr. Smith will also discuss the history of the region and its scenic landmarks.
- On Thursday, February 10, 2011, at 7:00 p.m., the library will host “Ahoy, Pirates!” with John Horrigan. New England folklorist John Horrigan presents this fascinating, illustrated program on privateers and pirates. Mr. Horrigan will discuss the history of piracy, from its Golden Age through the contemporary pirates who lurk off the coast of Somalia today. His topics will include the Pirate Code, pirate myths, buried treasure, and a number of notorious pirates, including Captain Kidd, Calico Jack, and Black Beard.
- On Thursday, March 10, 2011, at 7:00 p.m., the library presents the Random Acts of Harmony Concert. A musical trio comprised of members Rob Becker, Dick Kruppa, and Peter Aucoin perform familiar folk tunes in three-part harmony with acoustic guitar, five-string banjo, and stand-up bass accompaniment. Over the years, they have played and sung in groups that opened for the Beach Boys, The Lettermen, and Pete Seeger. Spend an evening listening to traditional and contemporary folk tunes and learning the stories and histories of the songs and songwriters.
- On Thursday, April 14, 2011, at 7:00 p.m., the library will hold the program “The Old Man of the Mountain: Substance and Symbol” with Maggie Stier. This illustrated talk will explore the story of the Old Man of the Mountain and its importance to the history of New Hampshire. Ms. Stier will discuss the different and evolving ways that the Old Man affected our history, arts, literature, philosophy and even public policy over its 200-year history. The presentation will include images of paintings, literary passages, souvenirs, film clips of interviews with those closest to the Old Man, and a discussion of the current efforts to memorialize the state symbol.
- On Thursday, May 12, 2011, at 7:00 p.m., the library will offer “Painting Myths and Legends” with Dr. Andrew Laurie Stangel. This illustrated lecture will examine the classical traditions of ancient Greece and Rome that have influenced

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES Minutes of November 3, 2010

Page 3 of 5

the art of the Western World. Dr. Stangel will discuss how these traditions have been narrated in paint by some of the world's greatest artists from the Renaissance and Baroque through modern times while showing examples of art-historical slides photographed in museums and galleries throughout Europe and the United States.

Announcements -

- The library has recently experienced some thefts of current issues of magazines. We have moved the current issues behind the circulation desk for check out.
- The library's budget will be presented on Saturday, November 20, 2010. The meeting starts at 8:00 a.m. The library is the second to the last department on the schedule.

Assistant Director and Head of Circulation Services Report:

- During the month of October, the adult room circulated a total of 15,844 materials and the children's room circulated 9,920 materials. This was a 2.45% decrease in overall circulation over October 2009; however there was a 4% overall increase in circulation from November 2008 through October of 2009 to November 2009 through October of 2010.
- On Monday, November 22, from 4:00 – 5:00 p.m., the children's room is pleased to welcome Pig from Laura Numeroff's *If You Give a Pig a Party* and *If You Give a Pig a Pancake* books. The program is limited to 90 people. Advance registration is required and starts on Monday, November 15 at 9:00 a.m. Contact the children's room for further details.
- This month's display in the children's room is Party Time. Books about all kinds of parties and party planning for children can be found on the display just inside the children's room door.

Assistant Director and Head of Reference Services Report:

- The reference staff answered 830 reference questions in October and answered 72 directional questions. We logged 867 patrons onto the Internet. This was a 7.4% decrease for all reference transactions from last October; however there was a 7.05% increase in reference transactions from November through October of 2009 to November through October of this year.
- If you would like to be an author one of the best tips is to write, write, write. The library can also help by providing some great resources for writers which are on display on the large table. Celebrate "National Novel Writing Month" and "I Love to Write Day" on November 15th by taking pen to paper.
- Our small table features all things Star Wars. We have nonfiction books on the great Star Ships, the Star War movies, original fiction books, as well as many spin offs for you to enjoy.

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of November 3, 2010

Page 4 of 5

Old Business:

- Proposed FY-12 Budget-

Barbara Ostertag-Holtkamp informed the Board that the library budget for FY11-12 was submitted on the budget module to the Finance department. Barbara Ostertag-Holtkamp has been notified by the Assistant Town Manager that health insurance will be higher than projected. She is waiting for the spreadsheet from the Finance Department with the revised amounts.

New Business:

- Inclement Weather Policy-

Barbara Ostertag-Holtkamp distributed the updated Inclement Weather policy to the Board. Now that the library no longer has a custodian, some changes had to be updated in addition to the annual code changes. The changes to the policy were discussed. A **motion** was made by Betsy McKinney to accept the amended inclement weather policy. The **motion was seconded** by Karen Goodman. All in attendance accepted the motion, **motion carried**.

- Book Discussion Group Policy-

Barbara Ostertag-Holtkamp distributed the Book Discussion Group policy with recommended changes. A discussion ensued. A **motion** was made by Pauline Caron to accept the revised policy. The **motion was seconded** by Robert Collins. All in attendance accepted the motion, **motion carried**.

- NHSL Open Source software-

Barbara Ostertag-Holtkamp informed the Board that the New Hampshire State Library is investigating the possibility of obtaining Open Source software as a cooperative. She has signed up for the listserv to gather additional information to see if the software might be beneficial to the library.

- Staff Appreciation Party –

Chairman Richard Matchie asked the Board to select a date for the annual Staff Appreciation lunch. After discussion, Monday, December 13, 2010 was selected. A **motion** was made by Betsy McKinney to spend up to \$400.00 on providing the lunch. The **motion was seconded** by Karen Goodman. All in attendance accepted the motion, **motion carried**.

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES
Minutes of November 3, 2010

Page 5 of 5

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.

Roll Call Vote: Aye, Pauline Caron; Aye, Richard Matchie; Aye, Vicki Stachowske; Aye, William Feldmann; Aye, Robert Collins; Aye, Betsy McKinney; Aye Karen Goodman.

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

The Board entered Non Public Session at 8:05 p.m.

Exit Non Public Session

Chairman Richard Matchie requested a motion to exit Non Public Session. Pauline Caron made a **motion** at 8:14 p.m. to exit Non Public Session. The **motion was seconded** by William Feldmann. Board's **vote** 7-0-0

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

During Non Public Session a discussion ensued regarding the Library Director's review. She was given an over classification award in accordance with the Library Personnel Policy, for an Outstanding evaluation.

A **motion** was made at 8:15 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: November 3, 2010

Respectfully submitted,

Sally Nelson, Assistant Director and Head of Circulation Services