

# LONDONDERRY LEACH LIBRARY

## BOARD OF TRUSTEES Minutes of April 7, 2010

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### **Call to Order:**

The meeting was called to order at 7:05 p.m. by Chairman Richard Matckie. The following board members were in attendance: Pauline Caron, Robert Collins, William Feldmann, 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.

### **Elections of Officers:**

The following officers were nominated: Richard Matckie – Chairman  
Betsy McKinney – Vice Chair  
Vicki Stachowske – Secretary  
Pauline Caron – Treasurer

A **motion** was made by Pauline Caron to accept the nominees. The **motion was seconded** by Robert Collins. All in attendance accepted the motion, **motion carried**.

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

The Secretary's Report for March 3, 2010 was distributed prior to the meeting. No changes were made. A **motion** was made by Betsy McKinney to accept the minutes as written. The **motion was seconded** by Vicki Stachowske. All in attendance accepted the motion, **motion carried**.

### **Friend's Report:**

The Friends are currently discussing holding a silent auction. They are also looking for additional venues to post flyers promoting the Cakeless Bake Sale. The next meeting is scheduled for April 21, 2010 at 7:00 p.m. in the library meeting room.

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

#### Gifts Donated to the Leach Library –

- The library received a \$25.00 gift certificate from Shady Hill Greenhouses & Nursery for the adult summer reading program.

A **motion** was made by Betsy McKinney to accept the gift. The **motion was seconded** by Pauline Caron. All in attendance accepted the motion, **motion carried**.

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### Programs –

- On Thursday, March 4, 2010, the library held a program “Atticus Finch”. 32 individuals attended the program.
- On Thursday, March 25, 2010, the library held a book discussion on To Kill a Mockingbird. 18 individuals attended the program.
- On Thursday, April 22, 2010 at 7:00 p.m., the library will have a presentation “The Great Sheep Boom and Its Enduring Legacy on the New Hampshire Landscape” with Steve Taylor. During a brief 30-year period in the early 19th century, New Hampshire became home to hundreds of thousands of sheep, and the production of wool became a lucrative business, generating fortunes and providing the only era of true agricultural prosperity in the state's history. Independent scholar Steve Taylor will examine the legacy this great sheep boom left behind in its fine architecture and thousands of miles of rugged stone walls. He will follow it through to the industry's doom and discuss the social consequences that would last a century. The Friends of the Londonderry Leach Library will be sponsoring this program.
- On Thursday, May 13, 2010, at 7:00 p.m., the library will be hosting “Birds of the White Mountains” with Stephen Hale. This beautifully illustrated presentation will cover the variety of birds living in the White Mountains of New Hampshire, a diversely rich region containing hundreds of species of hawks, owls, woodpeckers, sparrows, and more. The presentation will include a colorful slideshow and audio recordings of these birds. The Friends of the Londonderry Leach Library will be sponsoring this program.
- On Thursday, June 10, 2010, at 7:00 p.m., the library will be hosting “Your Hit Parade - 25 Years Presenting America’s Top Popular Songs with Calvin Knickerbocker. The radio and television program “Your Hit Parade” chronicled American popular music from 1935 to 1959. In this program, presenter Calvin Knickerbocker will outline the quarter-century during which the show served as a “tastemaker,” featuring songs inspired by the Great Depression and on to the advent of Rock and Roll. Throughout the program, Mr. Knickerbocker will treat attendees to excerpts from original recordings of the songs that "Your Hit Parade" showcased on its weekly Saturday night show, from one-hit wonders to classic numbers still familiar today. The Friends of the Londonderry Leach Library will be sponsoring this program.
- We will be having two adult programs this summer as part of the new adult summer reading program. The first program is “Best Plants for New Hampshire Landscapes”, and it will be on Thursday, July 15, 2010, at 7:00 p.m. This program will be presented by Dr. Cathy Neal, who is a specialist in landscape horticulture at the University of New Hampshire. It will instruct participants in how to identify what type of landscape they are working with, and what trees, shrubs and perennials will best thrive there. The presentation will explore such landscapes as woodlands, woods edge, sunny borders and water edge gardens with beautiful photos and plant reference lists. The second program is “Tips for

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Growing Healthy Indoor Plants”, which will be held on Thursday, August 12, 2010, at 7:00 p.m. This program will be presented by Dr. Cheryl Smith, a professor of plant biology at the University of New Hampshire. Dr. Smith will be using her expertise as a specialist for plant health to teach attendees what to do to maintain healthy indoor plants.

### Announcements -

- The HVAC was repaired on March 16, 2010.
- The boiler was inspected on March 16, 2010. It passed the inspection.
- We had an electrical/water incident with the elevator on March 16, 2010. The plumber, elevator technician, and electrician were called. A temporary repair was made. Further repairs will be necessary to relocate the electrical outlet.
- The leaking children’s workroom faucet was replaced on March 17, 2010.
- The library received checks in the amounts of \$1,300.00 and \$25.00 for restitution for the vandalized chairs.

A discussion ensued concerning the ramifications of not receiving the second half of the \$50.00 restitution payment. William Feldmann suggested that Barbara Ostertag-Holtkamp write a letter to the Upper Room in an effort to collect the second half of the \$50.00 restitution payment

A **motion** was made by William Feldmann to accept the \$1,300.00, and partial payment of \$25.00 as partial restitution received to date. The **motion was seconded** by Pauline Caron. All in attendance accepted the motion, **motion carried**

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

- During the month of March, circulation increased by more than 11% over March 2009. The Adult Room circulated 18,375 items, and the Children’s Room circulated 11,228 items, for a combined total of 29,603 items.
- The Children’s Room staff answered 398 Reference questions during March.
- There were 19 children’s programs offered in March to 461 participants.
- The children’s room will be offering a scavenger hunt during April vacation. Picking up a list of items began on Thursday, April 1. From Monday, April 26 through Saturday, May 1 participants may return with the items and receive one raffle ticket for a chance to win a fun-filled prize bag.
- Raffle tickets for Great Stone Face books may be dropped off until 5:00 p.m. on Saturday, April 10. After reading the books, you may vote for the Great Stone Face award beginning Monday, April 12 at 9:00 a.m., and continue voting through Saturday, April 17 at 5:00 p.m.
- Nilla the therapy dog will visit the library on Wednesday, April 14 from 3:30 to 4:30 p.m. To reserve a fifteen-minute slot call or stop by the children’s room beginning Monday, April 5 at 9:00 a.m.

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- Each month in the children's room we select a certain area to "spotlight", (highlight). Our spotlight this month in the children's room is shining on the theme of recycling, which also fits in with the theme of our special program.
- On Monday, April 19 from 4:00 – 5:00 p.m. the library is pleased to offer Storytelling with Shawn. Shawn Middleton uses funny voices and small props to impart the importance of recycling.
- Spring programs in the children's room run from April 27 through May 20. Advance registration for Spring Session 2 is required and begins at 9:00 a.m. on Monday, April 19. Anyone that was in Spring Session 1 must wait until Tuesday, April 20 to register.

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

- The reference staff answered 938 reference questions in March and answered 124 directional questions. We logged 1026 patrons onto the Internet.
- Londonderry Leach Library patrons are now able to access a collection of 100 e-book titles through the New Hampshire Downloadable Books website. James Patterson, Stuart Woods, Nora Roberts, Stephanie Meyer, Dean Koontz, Barbara Kingsolver, and Michael Pollan are just a few of the many famous authors whose works are available for check out. These can be read on your computer or transferred to a Sony Reader or Barnes and Noble Nook.
- All things Shakespeare are on display on the large table this month. Did you know that Shakespeare who was born April 23, 1564 died on this same day in 1616? We have his works in many formats: print, cd books, and dvds along with companion books and criticisms.
- April is also National Humor Month, a time to promote the therapeutic value of laughter. Humor has been shown to reduce stress, improve mood, and even boost the immune system. The small display table has books and movies that will be sure to bring laughter to your life.

### **Old Business:**

- Vandalism

This was addressed under the Director's Report.

- HVAC Repair

The repair to the HVAC system has been completed on March 16, 2010. There was an unrelated issue with the Historical Room HVAC that was fixed yesterday.

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**New Business:**

- **Senior Center Book Collection**

Pauline Caron reported that the Senior Center is no longer accepting donated books. She asked Sara Landry to post a blurb in the senior newsletter asking individuals to bring their book donations to the library.

- **Meeting Room Policy**

Barbara Ostertag-Holtkamp outlined an issue that has arisen over groups meeting in the Meeting Room after the library closes. A former cleaner would stay late to lock up after the meeting ended, but this is not always possible with the current cleaning company. Barbara Ostertag-Holtkamp explained recommended changes to the Meeting Room Policy. The first was a change in the allowed room occupancy after the library was issued an updated Place of Assembly Permit from the Londonderry Fire Department that allowed more individuals in the meeting room. The second was a revision to the hours of when the meeting room is available. A discussion ensued. Since it was not considered acceptable to ask the cleaners or staff members to stay later, the meeting room will only be available during normal library hours.

A **motion** was made by Betsy McKinney to accept the changes as outlined above. The **motion was seconded** by Vicki Stachowske. All in attendance accepted the motion, **motion carried.**

**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.

A **motion** was made by Pauline Caron to enter non public session The **motion was seconded** by Betsy McKinney. All in attendance accepted the motion, **motion carried.**

**Roll Call Vote:** Aye, William Feldmann; Aye, Pauline Caron; Aye, Robert Collins; Aye, Richard Matckie; Aye, Betsy McKinney; Aye, Vicki Stachowske.

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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 Betsy McKinney. All in attendance accepted the motion, **motion carried**.

The Board entered Non Public Session at 7:55 p.m

**Exit Non Public Session**

Chairman Richard Matchie requested a motion to exit Non Public Session. Pauline Caron made a **motion** at 8:18 p.m. to exit Non Public Session. The **motion was seconded** by Robert Collins. Board's **vote** 6-0-0.

A **motion** was made by Betsy McKinney 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 by Betsy McKinney to tentatively select a sidewalk repair bid after obtaining warranty information, references and proof of insurance. The **motion was seconded** by Robert Collins. All in attendance accepted the motion, **motion carried**.

A **motion** was made at 8:20 p.m. by William Feldmann 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: April 7, 2010

Respectfully submitted,

Sally Nelson  
Assistant Director and Head of Circulation Services