

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES Minutes of November 6, 2019

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Call to Order:

The meeting was called to order at 7:05 p.m. by Chair Betsy McKinney. The following board members were in attendance: Melissa Coffey, John Curran, and Carol Introne. Also in attendance: Barbara Ostertag-Holtkamp, Library Director; Sally Nelson, Assistant Director; and Megan Donovan, Head of Circulation Services.

Secretary's Report:

The Secretary's Report for October 2, 2019, was distributed prior to the meeting. No changes were made. A **motion** was made by Melissa Coffey 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 July 1, 2019, through September 30, 2019, was distributed. A **motion** was made by Carol Introne to accept the report as written. The **motion was seconded** by John Curran. All in attendance accepted the motion, **motion carried**.

Friend's Report:

The next Friends meeting is scheduled for Saturday, November 23, 2019, at 11:00 a.m. in the library meeting room.

Director's Report:

Gifts Donated to the Leach Library –

- The Friends of the Londonderry Leach Library have donated \$770.52 to sponsor the following children's programs: "Alejandro's Olde Tyme Magik Show" on January 6, 2020 (\$525.52), and "How Do Dinosaurs Visit the Library?" on March 9, 2019 (\$245).
- The Friends of the Londonderry Leach Library have also donated \$600.00 to sponsor the following adult programs: "Wood Art for the Average Woodworker and Hobbyist" on January 9, 2020 (\$150.00); "Backyard Veggie Gardening" on March 12, 2020 (\$150); and "Music of the Beatles" on April 9, 2020 (\$300).
- Ms. Sandy Geisler donated the book "American Pravda: My Fight for Truth in the Era of Fake News" by James O'Keefe.

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- Mr. and Mrs. William Dyer donated \$100.00 to the library in memory of Mary Lang.

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

Programs –

- On Thursday, October 17, Mr. Davis Bates presented “Halloween Harvest: Ghosts, Goblins & More.”
25 individuals attended the program.
- On Thursday, November 14, at 7:00 p.m., Mr. Mike Rogers and Mrs. Beverly Rogers will offer “Beginning Harmonica Workshop.” They will immerse participants in the world of music, teaching some basic harmonica techniques and easy blues songs. The first 75 participants will get a free harmonica.
- On Thursday, January 9 at 7:00 p.m., Mr. Stephen Carey will hold “Wood Art for the Average Woodworker and Hobbyist” at Leach Library. Mr. Carey will show attendees how to make unique wood art using average tools and supplies. He will display some of his work and explain the process behind techniques such as segmented wood turning and linear radius turning. He will also explore some simple homemade gifts which one can create on a budget. This program is sponsored by the Friends of the Londonderry Leach Library.
- On Thursday, February 13 at 7:00 p.m., the library will host Mr. Andrew Timmins' “Living with Bears.” Join Mr. Timmins as he teaches attendees about bear biology and management in New Hampshire. His focus will be on the challenges of bear management, with particular attention paid to the issue of bear cultural carrying capacity and bear/human conflict avoidance and management.
- On Thursday, March 12 at 7:00 p.m., Ms. Bethany Bellingham is coming to the library to offer her program “Backyard Veggie Gardening.” Ms. Bellingham will cover the basics of soil preparation and planning your vegetable garden to maximize your harvests. She'll discuss crops that can be planted as soon as the soil can be worked, so participants can be harvesting fresh greens as soon as possible. This program is sponsored by the Friends of the Londonderry Leach Library.
- On Thursday, April 9 at 7:00 p.m., Mr. Fran Hart will present “Music of the Beatles.” Join Mr. Hart as he combines a musical performance with a multimedia presentation. Participants will not only learn about the music of the Beatles, but also the about the influence the band exerted on the cultural landscape. Mr. Hart is a musician with a lifelong passion for the Beatles. This program is sponsored by the Friends of the Londonderry Leach Library.
- On Thursday, May 14 at 7:00 p.m., Mr. Curt Bessette and Ms. Jenn Kurtz will offer “A Few Seconds with Our Fathers: Songs and Stories of WWII” at Leach Library. This moving performance is a tribute to the generation of young men and women of the World War II era. It is filled with songs and stories that make history come to life and honor our fathers and mothers.

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- On Thursday, June 11 at 7:00 p.m., Mr. Michael Bruno will hold “Cruising New Hampshire History.” Join Mr. Bruno as he educates attendees on all sorts of fascinating aspects of New Hampshire history.

Assistant Director and Head of Circulation Services Report:

Children’s and Teen Programs and Activities –

- The children’s program in October, *Magic by George*, was very popular with 88 participants.
- The Children’s Room Spotlight Display that highlights materials from different areas of the collection, is *Crafty Reads* for the month of November. Come and check out ideas of ways to be creative for the holiday season.
- The Teen Read Week book recommendation activity in October had 72 participants.

Reference –

- There were a total of 2,382 reference questions, and a total of 397 directional questions answered in October.

Technical Services –

- There were 780 materials cataloged, and 742 materials withdrawn in the month of October.

Donations –

- The library has received the following donation:
 - Ms. Vanessa Jean Boyle donated a copy of her book *The Forgotten Forest* to add to the young adult collection.

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

Old Business:

- FY20-21 Proposed Budget

Barbara Ostertag-Holtkamp distributed the budget book detailing the FY20-21 Proposed Budget and copies of the budget presentation to the Board. A discussion ensued about the budget.

New Business:

- Annual Report (FY18-19) per RSA 202-A:12

Barbara Ostertag-Holtkamp distributed copies of the Annual Report (FY18-19) per RSA 202-A:12 to the Board. A discussion ensued.

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- Staff luncheon

Melissa Coffey asked for the date of the staff luncheon in December and volunteered to order the pizza. Chair Betsy McKinney suggested purchasing desserts for the luncheon.

Non Public Session:

Enter Non Public Session

Chair Betsy McKinney 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, Betsy McKinney; Aye, John Curran; Aye, Carol Introne; Aye, Melissa Coffey.

The Board entered Non Public Session at 7:35 p.m.

Exit Non Public Session

Chair Betsy McKinney requested a motion to exit Non Public Session. John Curran made a **motion** at 8:03 p.m. to exit Non Public Session. The **motion was seconded** by Melissa Coffey. Board's **vote:** 4-0-0 to exit.

A **motion** was made by Chair Betsy McKinney to give the Director an over classification award in accordance with the Library Personnel Policy, for an Outstanding evaluation. The **motion was seconded** by Melissa Coffey. All in attendance accepted the motion, **motion carried.**

A **motion** was made at 8:04 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, Megan Donovan

Minutes Typed by: Sally Nelson Date: November 6, 2019

Respectfully submitted,

Sally Nelson
Assistant Director