

# LONDONDERRY LEACH LIBRARY

## BOARD OF TRUSTEES Minutes of March 1, 2023

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### **Call to Order:**

The meeting was called to order at 7:06 p.m. by Chair Betsy McKinney. The following board members were in attendance: Kim Bears, Robert Collins, and Cynthia Peterson. Also in attendance: Erin Matlin, Library Director.

### **Public Comment:**

Marge Badois and Martha Smith from the Green Team of Londonderry presented a proposal to the Board to remove the two burning bushes by the library's stone sign alongside Mammoth Road because the plants are invasive. The Green Team recommended replacing the bushes with high bush blueberry bushes. They will arrange for labor and cover any cost for materials. The Board agreed to accept the Green Team's proposal.

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

The Secretary's Report for February 1, 2023, was distributed prior to the meeting. No changes were made. A **motion** was made by Cynthia Peterson to accept the minutes with the changes. The **motion was seconded** by Betsy McKinney. All in attendance accepted the motion, **motion carried**.

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

#### Gifts Donated to the Leach Library –

- The Friends of the Londonderry Leach Library donated \$1,385.00 to go toward library programming.
- R. L. Napolitano donated two books to the library  
*The Sons of Abraham*  
*The Disappointment of Annie Brooks*
- Dasha Bulatova donated one chapbook to the library  
*jewelweed*

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

#### Announcements

- 2/2-2/3 – Prepped area by the alcove for potential pipe burst due to low temperatures and high winds. Contacted DPW for assistance and advice.

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- 2/3/-2/4 – Donna and I stayed overnight to be there in case of pipe bursts from extreme low temperatures.
- 2/3/23 – Hampshire Fire did the backflow test and we passed. They also took a look at all of our sprinkler heads and found one that needs to be replaced.
- 2/8 – ENE came out to take a look at a pipe that had burst from the lower heaters in the alcove closest to the study rooms. We noticed none of them were working. Leaky pipe was fixed and they were working. – there is a gauge on the boiler that needs to be replaced.
- 2/13/23 – A-1 Phoenix came to clean the carpet from the pipe burst on 2/8.
- 2/15/23 – Johnson Controls came to inspect our fire extinguishers. All updated.
- 3/1/23 – The patron photocopier was repaired.

\*I had to reschedule the Fire Inspection for the elevator due to snow.

#### Scheduled and Unscheduled Closings

- 2/20/23 – Library Closed – President's Day
- 2/23/23 – Library opened at 12:00pm – Snow.
- 2/28/23 – Library Closed – Snow.

#### Library Projects Update

- Talk Box – As of 3/1/23 we know that the TalkBox has been shipped
- Energy Audit – work in progress

#### News & Programs going out in March

- Craft Time: Read Across America Day  
On Thursday, March 2 at 4:30 p.m., kid crafters are invited to the Leach Library on Read Across America Day to work on a Dr. Seuss craft in the meeting room. Crafts will be provided, and staff will be available to offer assistance. Registration is required. To register, please visit the children's desk or call the library at (603) 432-1127.
- Little Sprouts Baby Lapsit  
Beginning on Tuesday, March 7 at 9:00 a.m. and continuing weekly through April 11, Leach Library will offer a story time program for babies 0-18 months old. This introduction to story time is a great opportunity for your littlest sprouts to learn to interact with you and others in a new environment, as well as to begin to follow along with songs, dances, and finger movements. Registration is required and begins one week before each session. To register, please visit the children's desk or call the library at (603) 432-1127.
- Wiggle Worms Story Time  
Beginning on Tuesday, March 7 at 10:30 a.m. and continuing weekly through April 11, toddlers ages 2-3 years old and their caregivers are invited to the Leach Library for story time with songs, rhymes, books, and more. Registration is

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required and begins one week before each session. To register, please visit the children's desk or call the library at (603) 432-1127.

- Teen Advisory Board

Teens, let your voice be heard at the next Leach Library Teen Advisory Board meeting on Tuesday, March 7 from 6:00-7:00 p.m. in the young adult section of the library. Teens in grades 6 - 12 will discuss issues related specifically to teen use of the library. Each meeting includes snacks.

- Bookworms Story Time

Beginning on Wednesday, March 8 at 10:00 a.m. and continuing weekly through April 12, Leach Library will offer story time for preschoolers ages 3-5 years old. Bookworms will focus on preschoolers learning more about words, numbers, and concepts through stories, songs, rhymes, and games. The program will also include a simple craft to promote developing fine motor skills. Registration is required and begins one week before each session. To register, please visit the children's desk or call the library at (603) 432-1127.

- Crafternoon

On Wednesday, March 8 at 4:00 p.m., visit the Leach Library for the monthly crafting social hour for adults called Crafternoon. Bring your own craft project and supplies, and work alongside other local crafters. No registration is required. For more information, call the library at (603) 432-1132.

- Library After Dark for Teens

Participants in grade 6-12 are invited to stop by the Leach Library's main area after closing on Friday, March 10 from 6:00-7:00 p.m. to team up in a remote control car race.

Teens will take turns guiding RC racecars around an obstacle course track and try their hand at making challenges for their teammates.

Registration is required and begins on Friday, March 3. To register, please visit the main desk or call the library at (603) 432-1132.

- Explorers Workshop: From Caterpillar to Butterfly!

Tweens and teens are invited to the Leach Library meeting room on Saturday, March 18 at 10:00 a.m. to learn about different insects and their life cycles. There will also be an interactive Monarch butterfly themed game followed by a fun butterfly craft. Registration is required and begins on Saturday, March 11. To register, please visit the main desk or call the library at (603) 432-1132.

- Crayon Resistant Art

In celebration of National Crayon Day at the end of March, try creating a crayon resistant art project on March 18 at 2:00 p.m. at Leach Library. Learn about how

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the wax in crayons repels paint and makes a unique work of art. This project may be messy, so dress accordingly. Registration is required and begins March 11. To register, please visit the children's desk or call the library at (603) 432-1127.

- Duplo Budding Builders  
Join the Leach Library staff on Thursday, March 23 at 10:00 a.m. for a meeting of Duplo Budding Builders. Following a theme, participants will create using larger Duplo blocks. This program is designed for younger Lego enthusiasts ages 0-5. Registration is required and begins on Thursday, March 16. To register, please visit the children's desk or call the library at (603) 432-1127.
- Building Buddies  
Join the Leach Library staff on Thursday, March 23 at 4:30 p.m. for a Lego program designed for ages 6 and up. Each month, there will be a fun theme and time to create using the library's Legos. Registration is required and begins on Thursday, March 16. To register, please visit the children's desk or call the library at (603) 432-1127.
- Diving In! An In-Depth Peek into the Common Loon  
On Thursday, March 23 at 7:00 p.m., John Rockwood will present "Diving In!" This multimedia presentation will focus on the Common Loon's many fascinating and often misunderstood behaviors. Mr. Rockwood's talk will feature a particularly endearing young loon named Grapenut, who appears in his book for all ages entitled *Adventures with Grapenut*. John Rockwood is a Common Loon educator, author, naturalist, and professional nature photographer.  
  
This program is sponsored by the Friends of the Londonderry Leach Library. Registration is required and begins on Thursday, March 16. To register, please visit the main desk or call the library at (603) 432-1132.
- Harry Potter and the Sorcerer's Stone Watch Party  
Participants in grade 6-12 are invited to stop by the Leach Library meeting room on Saturday, March 25 at 12:00 p.m. for a viewing of *Harry Potter and the Sorcerer's Stone* on the big screen. Harry-Potter-inspired snacks will be available as well as a fun take-home activity. Registration is required and begins on Saturday, March 18. To register, please visit the main desk or call the library at (603) 432-1132.
- Block by Block Coding Club  
The Block by Block Coding Club will offer tweens and teens the opportunity to learn coding skills on and off screen with games and activities on Wednesday, March 29 at 4:00 p.m. in the Leach Library meeting room. Registration is required and begins on Wednesday, March 22. To register, please visit the main desk or call the library at (603) 432-1132.

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- Fabergé Eggs: From Fine Art to Fine Craft

On Thursday, March 30 at 5:30 p.m., Marina Forbes will present her program “Fabergé Eggs: From Fine Art to Fine Craft.” This unique program combines a beautifully illustrated presentation on the life and work of Russian master jeweled egg artist, Peter Carl Fabergé, with a hands-on workshop in which participants will learn how to create a variety of delightful images on wooden eggs.

Marina Forbes is a lecturer, historian, and award-winning artist who has written extensively on Russian traditional arts, history, and the rich tapestry of Russian culture.

This program is sponsored by the Friends of the Londonderry Leach Library. Registration is limited to the first 15 people and begins on Thursday, March 23. To register, please visit the main desk or call the library at (603) 432-1132.

- "Library After Dark" Movie Night

On Friday, March 31 at 6:00 p.m., Leach Library will host a special after-hours movie night in the main reading room! Join the library staff for a showing of *Casablanca*, the 1942 American classic starring Humphrey Bogart (rated PG), along with refreshments and raffle prizes. Registration is required and opens on Friday, March 24. To register, please visit the main desk or call the library at (603) 432-1132.

- New Telescope at Leach Library

Leach Library cardholders can now borrow a telescope from the library's Library of Things collection! The telescope was acquired through the New Hampshire Astronomical Society's Library Telescope Program and donated by the Friends of the Londonderry Leach Library. Patrons can reserve the telescope by calling the library or placing a hold on the library's catalog.

- Dr. Seuss Raffle at Leach Library

Celebrate Dr. Seuss's birthday and Read Across America Day with the Leach Library! All library visitors are invited to enter a free raffle in the children's room during the month of March. The raffle prize is a gift basket full of Dr. Seuss books, DVDs, games, and more. There is a limit of one entry per person. For more information, please call the library at (603) 432-1127.

### Meetings and Trainings

- 2/7/23 – Donna, Matt and I met with Eric Stern (Library Director) and Liz Ryan (Adult Program Coordinator) at the Derry Public Library to talk about collaborating on a program together.
- 2/11/23 – Donna and I attended the Deliberative Session at the Londonderry High School for the FY24 budget.
- 2/13/23 – I attended the Friends of the Leach Library meeting.
- 2/21/23 – Matt attended the Senior Resource Committee meeting at Town Hall.

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### Staffing Update

Nothing at this time.

### **Old Business:**

- Budget FY24

Erin Matlin shared the Sample Ballot for the election on March 14, 2023. Erin reminded the Board about the poll hours and location.

### **New Business:**

- Relocate Alcove Sprinkler Heads

Erin Matlin shared a quote totaling \$2,600 from Hampshire Fire to move the sprinkler heads in both alcoves closest to the Central Fire Station. The sprinkler heads would be moved to receive the heat from the rest of the building and help prevent future issues with frozen pipes.

The Board would like the work to be completed, but they asked Erin to investigate whether the cost could be covered by the Town.

- Juneteenth Holiday

Erin Matlin checked with Town Manager Michael Malaguti to see if the Town would be observing the Juneteenth holiday on Monday, June 19, 2023. The Town will not be closing any of their offices. Erin also shared feedback collected from 67 libraries, which reflected a split decision.

The Board decided that the library should remain open because the Town will also be open. However, the Board would like the library staff to consider offering educational programming specific to the holiday.

- Vouchers for Summer Reading

Erin Matlin distributed an example voucher to be used as an Adult Summer Reading Program incentive. The voucher would waive up to \$5.00 in overdue fines and have an expiration date of September 1, 2024. The Board liked the idea of providing the voucher to encourage patrons to sign up for the program.

- Community Survey

Erin Matlin provided all Board members with a draft of the community survey to be distributed in April. A discussion ensued. The Board recommended proceeding with the survey as is.

- Other Business

After serving on the Board of Trustees for over nine years, Cynthia Peterson shared that she is not running for reelection. Erin and the Board thanked her for

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her service and commitment to the library and community. Cynthia will be presented with an engraved clock in recognition of her time volunteered as a Trustee at a later date.

**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 (c), Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.

**Roll Call Vote:** Aye, Betsy McKinney; Aye, Robert Collins; Aye, Kim Bears; Aye, Cynthia Peterson.

The Board invited Director Erin Matlin into the Non Public Session.

The Board entered Non Public Session at 7:50 p.m.

**Exit Non Public Session**

Chair Betsy McKinney requested a motion to exit Non Public Session. Cynthia Peterson made a **motion** at 8:10 p.m. to exit Non Public Session. The **motion was seconded** by Robert Collins. Board's **vote:** 6-0-0 to exit.

**Adjourn:**

A **motion** was made at 8:10 p.m. by Betsy McKinney to adjourn the meeting. The **motion was seconded** by Robert Collins. All in attendance accepted the motion, **motion carried**.

Notes by: Erin Matlin

Minutes Typed by: Donna Plante

Date: March 1, 2023

Respectfully submitted,

Erin Matlin  
Library Director