

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES Minutes of September 6, 2023

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Call to Order:

The meeting was called to order at 6:58 p.m. by Chair Betsy McKinney. The following board members were in attendance: Kim Bears, Christine Fitzgerald, Carol Introne, and Jan McLaughlin. Also in attendance: Erin Matlin, Library Director; Donna Plante, Assistant Director and Head of Technical Services.

Public Comment:

Londonderry resident and New Hampshire Representative Kristine Perez warned the Board of conversations happening at the state level regarding a potential bill to compel New Hampshire public libraries to stop participating in the American Library Association (ALA). The conversations are centered on ALA President Emily Drabinski's political views as a self-proclaimed Marxist. Kristine is concerned Drabinski is pushing her Marxist ideology on libraries since New Hampshire is not a communist state. Kristine shared a copy of an article written by Drabinski in 2013, "Queering the Catalog: Queer Theory and the Politics of Correction."

Erin Matlin shared a letter from New Hampshire Library Association (NHLA) President Mindy Atwood that speaks to ALA's role and membership benefits.

Kristine Perez inquired about the status of recently donated used books. Erin Matlin explained that there is currently a backlog of materials to be cataloged and processed. They will be added to the collection as soon as possible.

Kirsten Hildonen, Administrative Support Coordinator in the Town Manager's office, introduced herself. In her new role, she works with Town boards, committees, and commissions. She encouraged the Trustees to contact her with any questions about Town administration.

Secretary's Report:

The Secretary's Report for June 7, 2023, was distributed prior to the meeting.

Donna Plante let the Board know that two names listed in the gifts donated to the library were corrected.

A **motion** was made by Jan McLaughlin to accept the minutes with the changes. The **motion was seconded** by Kim Bears. All in attendance accepted the motion, **motion carried**.

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Treasurer's Report:

The Treasurer's Report for April 1, 2023 – June 30, 2023, was distributed prior to the meeting.

Christine Fitzgerald asked for more information about the stop payments listed on the report. Erin Matlin confirmed they were checks that were lost in the mail.

No changes were made.

A **motion** was made by Betsy McKinney to accept the report as written. The **motion** was **seconded** by Christine Fitzgerald. 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 \$899.76 for summer reading programs. The check was deposited on June 28, 2023.
- The Derry Medical Center Charitable Foundation donated \$1,000 to the library. The donation will be earmarked to purchase programming supplies and equipment. The check was deposited on June 28, 2023.
- Pamela Harvey donated \$50.00 in memory of William H. Dyer. The check was deposited on June 28, 2023.
- Janice Spina donated two books:
Make Believe Again: Bedtime Stories for Children Series Book 3
Make Believe Once Again: Bedtime Stories for Children Series Book 4

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

Announcements

- 6/23/23 – Cunningham Security was here to upgrade our security panels.
- 6/26/23 – ENE Systems of NH fixed hot water reheat coil above main desk.
- 6/28/23 – Erin was on the Londonderry View with Sherry Farrell to talk about what is happening at the library.
- 7/3/23 – Erin participated in the Community Storytime in the Children's Room.
- 7/11/23 – Access Lock and Safe fixed the front door. It would not close tight.
- 8/1/23 – DPW removed 2 bees nests on the trees out front of the library, and a dead tree in the staff parking lot.
- 8/4/23 – ENE Systems of NH was here doing regular maintenance.
- 8/15/23 – Roof leak in front entryway, and also in an area by fiction. Contacted DPW, they came over to take a look.

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- 8/19/23 – We participated in Londonderry Old Home Days (9 staff walked in the parade and 6 were at the booth greeting patrons).
- 8/22/23 – Pine State Elevator came to do the regular check on the elevator. All is fine.
- 9/5/23 – Access Lock and Safe came to fix the Children's bathroom lock.

*Week of September 18th the Auditors will be here.

Scheduled and Unscheduled Closings

- July 4, 2023 – Library Closed for Independence Day
- August 19, 2023 – Library Closed for Old Home Day
- September 2 & 4, 2023 – Library Closed for Labor Day

Library Projects Update

- Energy Audit – work in progress

News & Programs that went out in May

- **Leach Library introduces new online options**

Leach Library is excited to announce new online options for library program registration and museum pass reservations. Starting in September, patrons will be able to register for most library programs online through a new online calendar. Cardholders also will be able to reserve museum passes online up to 90 days in advance.

The library is adding the new systems in response to the community survey conducted earlier this year. The online modules will improve user accessibility and save staff time.

“We are thrilled to offer another great service to our patrons,” said Leach Library Director Erin Matlin. “This new platform will allow our patrons to register for programs and sign up for museum passes from the comfort of their homes 24 hours a day, seven days a week.”

For more information or assistance with the new online features, please contact the library at (603) 432-1132.

- **Take Your Pick at the Leach Library Book Sale**

The Leach Library is excited to announce a special Friends of the Leach Library Book Sale event. Stop by the Book Sale during the month of September and fill a bag for \$5.00!

For the best selection, stop by the library during regular Book Sale hours. Bags may be purchased at the Circulation Desk or Book Sale Room. During this event,

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there will be an additional selection of materials available for purchase in the library's front lobby! Please call the library with any questions at (603) 432-1132.

- **Drop-In Tech Help**

Curious about reserving library materials online from home? Want to learn how to access our various databases and digital collections? Looking to get started with Libby and Hoopla? Need help navigating a new device? The Leach Library reference staff has you covered! We are here to provide one-on-one assistance tailored to your technology-related needs.

No appointment is necessary. Starting in September, just stop in any Thursday between 10 a.m. and 12 p.m. For more information or to make an appointment for another time, please call the library at (603) 432-1132.

- **ESL Conversation Group**

Leach Library is partnering with the Nashua Adult Learning Center to offer a free ESL Conversation Group at the library on Wednesday evenings from September 20 through December 13, 6:00 - 8:00 p.m. The group will not meet on Wednesday, November 22.

The group is free and open to adults, ages 18 and older. Advance registration is required and is open now through September 6. Please contact M.T. Huard at the Nashua Adult Learning Center, (603) 716-7017, mhuard@nashuaalc.org. Participants will be asked to take a brief initial assessment before the first session.

- **Tinker Time**

A variety of toys and games from Leach Library's Library of Things collection will be provided for children to try. Our first session will take place on Saturday, September 9 at 10:00 a.m. Registration is recommended and begins on Friday, September 1. To register, visit the library's online event calendar or call (603) 432-1127.

- **Read Local at Renegade's**

Join Leach Library staff at Renegade's Pub on Monday, September 11 at 7:00 p.m. to discuss Nita Prose's award-winning novel *The Maid*. Renegade's is located at 103 Nashua Road, Londonderry, NH 03053. Individuals are responsible for their own food and drink. Registration is open and limited to 15 participants. Please visit the library's main desk to register and check out a copy of the book.

- **Little Sprouts Baby Lapsit**

Beginning on Tuesday, September 12 at 9:00 a.m. and continuing weekly through October 17, 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

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required and begins one week before each session. To register, visit the library's online event calendar or call (603) 432-1127.

- **Wiggle Worms Story Time**

Beginning on Tuesday, September 12 at 10:30 a.m. and continuing weekly through October 17, 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 required and begins one week before each session. To register, visit the library's online event calendar or call (603) 432-1127.

- **Bookworms Story Time**

Beginning on Wednesday, September 13 at 10:00 a.m. and continuing weekly through October 18, 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, visit the library's online event calendar or call (603) 432-1127.

- **Crafternoon**

Crafternoon is returning as a monthly 90-minute meeting at the Leach Library!

On Wednesday, September 13 at 4:00 p.m., 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.

- **Duplo Budding Builders**

Join the Leach Library staff on Thursday, September 14 at 10:00 a.m. for a meeting of Duplo Budding Builders. 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, September 7. To register, visit the library's online event calendar or call (603) 432-1127.

- **Building Buddies**

Join the Leach Library staff on Thursday, September 14 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 Friday, September 7. To register, please visit the children's desk or call the library at (603) 432-1127.

- **Surviving the Wilderness**

Ever wondered how you would fare in a true survival situation? Are you interested in learning about practical survival methods?

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Leach Library will welcome Jake King from Thrive Outdoors for his presentation "Surviving in the Wilderness" on Thursday, September 14 at 7:00 p.m. in the library meeting room.

A former Army Ranger, police officer, and director of multiple homeless shelters, Jake King has unique life experience and insight into how to navigate some of the most stressful situations in the world. Having spent over thirty years in the realm of wilderness survival, he is also the creator of Thrive Outdoors Big Five Principles for Survival. Using this hierarchy, Jake focuses on the big picture needs that help us to not only survive in the wild but thrive: mindset, shelter, fire, water, and food.

His presentation will cover each of these tenants of survival and give valuable lessons for basic wilderness readiness, while also sharing captivating stories from his own life and from the lives of great survivors throughout history.

This program is a "Big Read" community event. During September, Leach Library and the Londonderry Senior Center, in partnership with New Hampshire Humanities (NHH), are supporting the statewide National Endowment for the Arts (NEA) "Big Read" of a novel entitled The Bear by Andrew Krivak that explores the theme of wilderness survival. NEA Big Read is a program of the National Endowment for the Arts in partnership with Arts Midwest.

Registration is required and begins on Thursday, September 7. To register, visit the library's online event calendar or call (603) 432-1132.

- **Wool Felted Bird Workshop**
Come to the Leach Library on Saturday, September 16 at 12:00 p.m. to make your own wool felted bird led by artist Rachelle Toth. This is a fun introduction to wool felting. All materials will be provided. Registration is limited to 25 participants and begins on Saturday, September 9. To register, visit the library's online event calendar or call (603) 432-1132.
- **Craft Time**
On Monday, September 18 at 4:30 p.m., kid crafters are invited to the Leach Library to color a pencil case in the meeting room. Crafts will be provided, and staff will be available to offer assistance. Registration is required and begins on Monday, September 11. To register, visit the library's online event calendar or call (603) 432-1127.
- **Ballad Hunting with Max Hunter: Stories of an Ozark Folksong Collector**
Join musician and author Sarah Jane Nelson at the Leach Library on Monday, September 18 at 7:00 p.m. for a performance of songs from the Max Hunter Folksong Collection as well as a brief discussion on her writing and research experiences.

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Sarah Jane Nelson is a multi-instrumentalist and vocalist who has been playing traditional music for folk festivals, New England contra dances, and other regional events for many years. She is a fiddler, guitarist, and vocalist with the duo “High Strung Strummers,” and the pianist for “Gypsy Minor,” a dance band that is regularly featured at both the New England Folk Festival and the Down East Folk Festival each spring.

Registration is required and begins on Monday, September 11. To register, visit the library’s online event calendar or call (603) 432-1132.

- **Cookbook Potluck: Apples!**

Love to cook and bake? Then this is the perfect program for you! Prepare and share a recipe from either *The Apple Cookbook* by Olwen Woodier or *The Apple Lover’s Cookbook* by Amy Traverso, and bring it in to the Leach Library on Wednesday, September 20 at 11:30 a.m. for a potluck.

The library cannot guarantee each dish’s ingredients or accurate preparation. Food served at this program may contain or come into contact with common allergens.

Registration is required and begins on Monday, August 21. Please visit the library’s main desk to reserve a recipe and check out a cookbook.

- **Space Rangers**

Get ready to blast off into a new adventure on Thursday, September 21 from 4:00-5:00 p.m. in the Leach Library Meeting Room. During this one-hour space-themed program, students ages 9-14 will explore different space science topics through hands-on activities and games. Registration is required and begins on Thursday, September 14. To register, visit the library’s online event calendar or call (603) 432-1132.

- **Pokémon TCG Card Swap**

On Saturday, September 23, Pokémon Trading Card Game enthusiasts are invited to stop by the Leach Library Meeting Room from 12:00-3:00 p.m. to swap and trade their collection! Special guests from Awesome CCG will be available with their own card binders ready for trading and selling.

For those new to the game, there will be an opportunity to purchase some starter accessories and decks. Please note that selling cards will be limited to interactions between Awesome CCG and players and will not be permitted between players themselves. All participants will receive a ticket for a door prize raffle drawing.

This program is intended for ages 8-18. Registration is required and begins on Saturday, September 16. To register, visit the library’s online calendar or call (603) 432-1132.

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- **Mad Hatter Tea Party**

Teens and tweens are cordially invited to the Mad Hatter's Tea Party on Tuesday, September 26 from 3:30-4:30 p.m. in the Leach Library Meeting Room. Participants will decorate cookies and enjoy a refreshing beverage at this Wonderland-inspired event. Registration is required and begins on Tuesday, September 19. To register, visit the library's online calendar or call (603) 432-1132.

- **Children's Book Bingo**

The Leach Library will be offering children's Book Bingo on Wednesday, September 27 at 4:30 p.m. Everyone will have the chance to win at least one book of their choosing. Registration is required and begins on Wednesday, September 20. To register, visit the library's online event calendar or call (603) 432-1127.

- **The Big Read with NH Humanities**

Leach Library and the Londonderry Senior Center, in partnership with New Hampshire Humanities (NHH), will support the statewide NEA "Big Read" of a novel entitled *The Bear* by Andrew Krivak.

On Thursday, September 28 at 10:30 a.m. at the Londonderry Senior Center, Leach Library staff will facilitate a book discussion on Andrew Krivak's *The Bear*. An evening book discussion will also be offered at Leach Library on Wednesday, September 27 at 6:30 p.m.

The Bear offers readers an opportunity to join an unimaginable journey, exploring powerful themes about the importance of intergenerational storytelling, our complicated relationship with the environment, and how to prepare for an unknown future. Andrew Krivak has shared how Mt. Monadnock inspired the book's setting, making *The Bear* a timely, local choice for our statewide read.

Registration for the book discussions is limited to 25 participants per session and began on Monday, August 21. Please visit the library's main desk to register and check out a copy of the book.

NEA Big Read is a program of the National Endowment for the Arts in partnership with Arts Midwest. For more information about Big Read events in New Hampshire, visit nhhumanities.org.

- **Lost in Wonderland Maze**

Teens and tweens are invited to find their way through a Wonderland labyrinth in the Leach Library Meeting Room on Thursday, September 28 from 3:30-4:30 p.m. Participants will follow in Alice's footsteps in this winding maze; look for the March Hare and watch out for the Cheshire Cat. Will you find your way out of Wonderland?

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Registration is required and begins on Thursday, September 21. To register, visit the library's online calendar or call (603) 432-1132.

- **"Library After Dark" Movie Night**

On Friday, September 29 at 6:00 p.m., Leach Library will host an after-hours movie night in the main reading room! Join Johnny Depp in the 2010 live-action remake of an animated classic (rated PG). Pizza and refreshments will be served while supplies last, and raffle prizes will be provided. Registration is required and opens on Friday, September 22. To register, visit the library's online calendar or call (603) 432-1132.

- **Hanging Dementor Lantern Craft**

Teens and Tweens are invited to a Harry Potter inspired craft on Tuesday, October 3 from 3:30 – 4:30 p.m. in the Leach Library Meeting Room. Participants will create their own hanging Dementor lanterns using a variety of craft supplies. Registration is required and begins on Tuesday, September 26. To register, visit the library's online calendar or call (603) 432-1132.

- **Becoming Wolf: Eastern Coyotes in New Hampshire**

Myths surround coyotes and cloud our understanding of them. On Thursday, October 5 at 6:30 p.m. in the Leach Library Meeting Room, Chris Schadler will discuss coexistence strategies. Chris has 40 years of experience in wolf and coyote research, sheep farming, and teaching. She will demonstrate that "knowledge is power" when it comes to living with coyotes.

Registration opens on Thursday, September 28. To register, visit the library's online calendar or call (603) 432-1132. The Leach Library would like to thank the Conservation Commission for co-sponsoring this event.

- **Mystery Lovers Book Discussion**

Do you love mystery? Then this is the book discussion for you! Come to the Leach Library on Monday, October 23 at 11:30 a.m. to discuss Jesse Q. Sutanto's cozy mystery *Vera Wong's Unsolicited Advice for Murderers*. Refreshments will be served.

Registration opens on Monday, September 18. To register, visit the library's online calendar or call (603) 432-1132. Copies of the book will be available to check out at the library's main desk.

- **Puzzle Exchange**

Start saving your puzzles! The Leach Library Puzzle Exchange is coming back in October. From Monday, October 23 through Saturday, October 28, drop off your jigsaw puzzle donations at the main desk during library operating hours.

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The library will accept gently-used jigsaw puzzles for any age with any size, shape, and piece count. In exchange, the library staff will provide a voucher indicating how many puzzles you contributed.

On Monday, October 30, return to the library with your voucher between 10:00 a.m. and 7:00 p.m. to select your new puzzles! For further information, call the library at (603) 432-1132.

Meetings and Trainings

- 6/12/23 – Erin attended the Leach Library Friends Meeting
- 6/21/23 – Erin attended a Senior Staff Meeting at Town Hall
- 6/28/23 – Erin held a Department Head Meeting for Leach Library staff
- 7/13/23 – Erin attended the Joint Loss Management Meeting at Town Hall.
- 7/17/23 – Erin, Donna and Megan participated in Assabet Training
- 7/18/23 – Erin attended the Senior Resource Committee meeting at Town Hall
- 7/20/23 – Donna, Jen and Erin had a meeting with the Londonderry Arts Council
- 7/23/23 – Erin held a Department Head Meeting for Leach Library Staff
- 7/28/23 – Erin attended the ULAC meeting (Zoom)
- 8/22/23 – Erin and Donna met with Eric Stern regarding GMILCS
- 8/24/23 – Donna hosted 3 training sessions for Assabet for the staff , Erin attended 2 sessions.
- 8/25/23 – Erin attended the ULAC Meeting at the Dover Public Library.
- 8/31/23 – Donna, Matt and Erin received a tour of the Derry Opera House to prepare for our joint program with the Derry Public Library in October.

Staffing Update

Nothing at this time.

Assistant Director's Report:

Technical Services

- Over the summer (June through August), the library staff added 1,826 materials to the collection.

Collaboration Highlights (see more event details in the Director's Report)

- **The Big Read with NH Humanities and the Londonderry Senior Center**
We are offering two book discussions and an outdoor survival program with Thrive Outdoors. NEA Big Read is a program of the National Endowment for the Arts in partnership with Arts Midwest.
- **ESL Conversation Group with Nashua Adult Learning Center**
Wednesday evenings at the library from September 20 through December 13
- **Pokémon TCG Card Swap with Awesome CCG**
Saturday, September 23 from 12:00-3:00 p.m. for ages 8-18.

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- **Becoming Wolf program co-sponsored by the Londonderry Conservation Commission**
Thursday, October 5 at 6:30 p.m. presented by Chris Schadler
- **Ghosts and Legends with Jeff Belanger co-sponsored by the Derry Public Library**
Wednesday, October 18 at 7:00 p.m. at the Derry Opera House
- **Mural contest with the Londonderry Arts Council**
The contest would tentatively open in October. Details will be presented to Arts Council members and the Friends at their meetings this month. The contest winner's mural would be added in the children's room above the audiovisual shelf.

Digital Equity Planning

Some early conversations are happening around the state regarding digital equity planning. There is a Statewide Digital Equity Survey available to New Hampshire residents through October 17. For a list of forums and to access the survey, visit <https://www.nhdigitalequity.org>. The library can also provide print copies of the survey upon request.

September is Library Card Sign-Up Month

Anyone who signs up for a new library card or renews an expired card in September will get a free library sticky notepad. All library cardholders are also invited to play Library Card Bingo and submit their bingo card by closing on Saturday, September 30 for a chance to win a raffle prize! Pick up a bingo card at the library or download it here: <https://libraryaware.com/2V7Y2S>

Service Changes Update (accepted by the Board of Trustees in May)

- Phase 1 is complete. Two existing positions within the FY24 budget were restructured in July.
- Phase 2 is nearly complete. This year's summer operating hours (53 hours per week) were vital to offering a successful summer reading program. We redistributed approximately 28 hours of staff time per week to provide additional program support and desk coverage. As a result of this change, we did not have to cancel any summer events or close early due to staffing shortages. The library will return to normal operating hours (60 hours per week) on Monday, September 11.
- Phase 3 is in process.
 - I worked with our book and audiovisual vendors to outsource more processing tasks in an effort to free up some staff time. Those changes were implemented in July.
 - On August 28, online event registration and museum pass reservations became available to the public on the library's website. This service was also requested by patrons in the Community Survey. The IT Department helped us integrate these new features.
 - Two more digital solutions are in process.

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Department Head Reports:

Erin Matlin distributed written reports from each department head providing updates on their respective departments.

Jan McLaughlin asked if library staff would be representing the library at the Senior Expo on September 23. Erin Matlin confirmed the library staff will be there.

Old Business:

- Budget FY24
Donna Plante provided an update in the Assistant Director's Report on the service changes proposed and accepted at the meeting on May 3, 2023.
- GMILCS Update
Erin Matlin provided an update on the GMILCS membership inquiry submitted by the Board at the meeting on June 7, 2023.

Erin Matlin shared that the current estimate for onboarding is approximately \$35,000. Erin asked the Board to consider paying half of the onboarding cost from the Trustees' account. If the Board commits to the funding, Erin and Donna will begin exploring grant opportunities for the other half of the onboarding cost, and the library staff will continue to prepare for the transition.

The tentative timeline would start to impact the FY25 library budget with the first year of membership dues estimated to cost \$40,000. Erin shared that the library may lose the opportunity to join GMILCS if the Board does not move forward at this time. A discussion ensued.

Jan McLaughlin asked how staff time for other library services such as programming will be impacted during the transition. Erin responded that the transition will be the staff's main focus for the next year but no current services will be eliminated during that time.

Christine Fitzgerald asked if the estimate could be higher and if joining GMILCS would result in a reduction in staff or would require additional staff. Erin confirmed it would not mean reducing staff, and after joining, the library should revisit the need for additional staff.

Christine Fitzgerald expressed concern that no one would use the consortium's services. Erin shared that, in her experience working at libraries that were part of a consortium, the services were invaluable and patrons came to depend on them.

Donna Plante shared that if the Board does not want to proceed with joining GMILCS, the library will still need a new integrated library system (ILS) within

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the next five years or sooner to upgrade the technology and meet library user expectations. Erin noted that upgrading the catalog would not come with any of the additional services that GMILCS offers.

Christine Fitzgerald shared a preference to explore upgrading the current ILS instead of joining GMILCS. She also shared a concern that GMILCS could shut down or the cost could prevent the library from paying for maintenance issues.

Kim Bears reminded the Board that 94% of survey participants responded in favor of joining GMILCS. Christine Fitzgerald did not think there would be that many people in favor if they knew the cost.

Donna Plante shared that library staff are facing patrons' expectations of instant access to materials, and the library on its own cannot compete with that. That level of convenience will come with a cost.

Kirsten Hildonen asked if there would be any savings on future purchases if the library joins the consortium. Erin answered that the library could be strategic about how the materials budget is spent. Donna shared there is potential for a savings in staff time with new procedures for ordering, tracking patron requests and reserves, and cataloging.

Betsy McKinney suggested bringing back overdue fines for books and audiobooks to collect more income to pay for the annual GMILCS membership dues. Erin strongly advised not to return to charging fines for books and audiobooks as the message would seem like a punishment to patrons, and it would have a negative impact on staff.

A **motion** was made by Betsy McKinney to commit to joining GMILCS and to pay half of the GMILCS onboarding cost, estimated to be \$17,500, from the Trustees' account. The **motion was seconded** by Kim Bears. Four voted in favor of the motion; one voted against the motion, **motion carried**.

New Business:

- Lost & Found Policy

Erin Matlin presented an updated Lost and Found Policy. A discussion ensued.

Jan McLaughlin recommended changing "Town of Londonderry" in section one to "Leach Library".

Christine Fitzgerald suggested that the library donate any clothing in the lost and found to the schools.

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A **motion** was made by Jan McLaughlin to accept the updated Lost and Found Policy with the suggested change. The **motion was seconded** by Christine Fitzgerald. All in attendance accepted the motion, **motion carried**.

- 2023 Holiday Closings

Erin Matlin presented options for November and December holiday hours during 2023. A discussion ensued.

A **motion** was made by Carol Introne to close the library all day on Saturday, November 25, 2023 and Saturday, December 23, 2023, and to close the library at 1:00 p.m. on Saturday, December 30, 2023. The **motion was seconded** by Kim Bears. All in attendance accepted the motion, **motion carried**.

- Public Copier Quote

Donna Plante will present the quote at the October meeting. The vendor quote was not ready for the September meeting.

- Other Business

Erin Matlin shared an infographic prepared by Megan Donovan, Head of Circulation Services, that highlights library usage so far this year. Erin noted that summer reading statistics will be available at the next meeting.

Christine Fitzgerald shared her concerns about displaying artwork at the library created by visitors to the “Supporting DEI (Diversity, Equity, and Inclusion) in Londonderry” booth at Old Home Days this year. Christine stated that the DEI group is very political and displaying their work could look as if the library is taking sides. It could also open the door for other groups expecting to post their art at the library. Christine suggested that all artwork displayed at the library be accepted by the Londonderry Arts Council.

Erin responded that she offered to display the artwork as an opportunity for community outreach. Erin contacted the booth organizers for more information about their group and shared their response with the Board. A discussion ensued.

Donna Plante suggested the group could apply to use the display case since they would be eligible under the current Display Case Policy.

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) and subparagraph (c), 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 the right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. Matters which, if discussed in public,

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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, Kim Bears; Aye, Christine Fitzgerald; Aye, Carol Introne; Aye, Jan McLaughlin.

The Board invited Director Erin Matlin and Assistant Director Donna Plante into the Non Public Session.

The Board entered Non Public Session at 9:00 p.m.

Erin Matlin and Donna Plante left the meeting at 9:10 p.m.

Exit Non Public Session

Chair Betsy McKinney requested a motion to exit Non Public Session. Jan McLaughlin made a **motion** at 9:26 p.m. to exit Non Public Session. The **motion** was **seconded** by Kim Bears. Board's **vote:** 5-0-0 to exit.

A **motion** was made by Betsy McKinney to seal the non public meeting minutes. The **motion** was **seconded** by Kim Bears. All in attendance accepted the motion, **motion** carried.

Adjourn:

A **motion** was made at 9:27 p.m. by Carol Introne to adjourn the meeting. The **motion** was **seconded** by Christine Fitzgerald. All in attendance accepted the motion, **motion** carried.

Notes by: Erin Matlin, Donna Plante

Minutes Typed by: Donna Plante

Date: September 6, 2023

Respectfully submitted,

Donna Plante
Assistant Director and Head of Technical Services