

# LONDONDERRY LEACH LIBRARY

## BOARD OF TRUSTEES Minutes of November 4, 2020

Page 1 of 4

### **Call to Order:**

The meeting was called to order at 7:01 p.m. by Chair Betsy McKinney. The following board members were in attendance: Robert Collins, John Curran, and Carol Introne. Also in attendance: Sandy Geisler, via GoToMeeting; Barbara Ostertag-Holtkamp, Library Director; and Megan Donovan, Head of Circulation Services.

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

The Secretary's Report for October 7, 2020, was distributed prior to the meeting. No changes were made. A **motion** was made by John Curran to accept the minutes as written. The **motion was seconded** by Robert Collins. All in attendance accepted the motion, **motion carried**.

### **Treasurer's Report:**

The Treasurer's Report for July 1 2020, through September 30, 2020, was distributed. A **motion** was made by Carol Introne to accept the report as written. The **motion was seconded** by Robert Collins. All in attendance accepted the motion, **motion carried**.

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

#### Gifts Donated to the Leach Library –

- Ms. Arieri and other members of the Londonderry Dana-Farber staff donated a book cart to the library.

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

#### Programs –

- On Monday, September 14 until Friday September 18, 2020, the library hosted a virtual musical performance by Paul Nelson on the library's YouTube Channel. It had 43 views.
- The "Tour of Destiny" instructional video series is now available on the Leach Library Facebook page and YouTube channel. Each video covers a different topic to help you use and navigate Destiny, the Leach Library's catalog. Starting on Monday, November 9 at 10:00 a.m., learn some basic search tips from Donna Plante, Head of Reference and Technical Services. A video on power search options will also be available starting on Monday, November 23 at 10:00 a.m.

# LONDONDERRY LEACH LIBRARY

## BOARD OF TRUSTEES Minutes of November 4, 2020

Page 2 of 4

- Beginning on Monday, November 16 at 10:00 a.m. and ending on Friday, November 20 at 5:00 p.m., patrons will be able to view "Roman Legionary" presented by Andy Volpe. In this unique and engaging presentation, Mr. Volpe, wearing carefully researched reproduction armor, will discuss the life and training of a Roman Legionary soldier during the first century A.D. Mr. Volpe is an artist, printmaker, and Living History presenter. Having a lifelong passion for both art and history, he started giving history presentations in 2001 while working at the Higgins Armory Museum in Worcester, Massachusetts.

### Announcements -

- The library staff have continued to film virtual programs including Children's Story Times, Craft Programs, as well as Crafts-To-Go, Young Adult Book Recommendations and Craft programs, and Adult Book recommendations.
- The Drive-Thru Service continues to get more use as patrons remark on their approval and ease of use of the service.
- On October 14, 2020, the irrigation system was turned off for the season.

Cynthia Peterson arrived at 7:07 p.m.

### **Head of Circulation Services Report:**

#### Children's and Teen Programs and Activities –

- Starting on Monday, November 2, at 10:00 a.m., a virtual craft time will be available to watch on the Leach Library Facebook page. Design your own pumpkin patch scene with Mr. Nate!
- Starting on Monday, November 23, at 10:00 a.m., a virtual children's program will be available on the Leach Library Facebook page. Miss Jennifer shares some new children's books that can be borrowed from the library
- Beginning on Monday, November 30, at 10:00 a.m. and ending on Friday, December 4 at 5:00 p.m., patrons will be able to view "Bookworm and the Barefoot Books". Talking Hands Theatre's puppet friends will perform this charming show that proves reading can be an adventure.
- Starting on Monday, November 9, at 10:00 a.m., a virtual book talk for teens will be available on the Leach Library Facebook page. Two new books from popular young adult series are discussed: "Midnight Sun" by Stephenie Meyer and "The Ballad of Songbirds and Snakes" by Suzanne Collins.

#### Circulation and Children's –

- In the month of October, library staff handed out a total of 383 craft kits for children and teens via the drive-thru service.

#### Reference –

- In the month of October there were a total of 3,116 reference questions.

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES  
Minutes of November 4, 2020

Page 3 of 4

Technical Services –

- There were a total of 1,047 materials added to the collection in the month of October.

**Old Business:**

- Library Operations with Covid-19 Pandemic

Barbara Ostertag-Holtkamp distributed a packet of information with current updates concerning Covid-19 as it pertains to libraries. A discussion ensued. The Library Board of Trustees decided not to reopen the library at this time. This matter will be reviewed again at the next meeting.

- Proposed FY21-22 Budget

Barbara Ostertag-Holtkamp distributed a copy of the proposed FY21-22 budget. A discussion ensued. Barbara Ostertag-Holtkamp also advised the board that the town budget meeting was moved to November 14, 2020 at the previously scheduled location.

**New Business:**

- The Library Board of Trustees decided not to meet in December.

**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, Robert Collins; Aye, Carol Introne; Aye, Cynthia Peterson.

The Board entered Non Public Session at 7:18 p.m.

**Exit Non Public Session**

Chair Betsy McKinney requested a motion to exit Non Public Session. Robert Collins made a **motion** at 7:36 p.m. to exit Non Public Session. The **motion was seconded** by Carol Introne. Board's **vote:** 5-0-0 to exit.

LONDONDERRY LEACH LIBRARY

BOARD OF TRUSTEES  
Minutes of November 4, 2020

Page 4 of 4

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 John Curran. All in attendance accepted the motion, **motion carried.**

A **motion** was made at 7:37 p.m. by John Curran to adjourn the meeting. The **motion was seconded** by Cynthia Peterson. All in attendance accepted the motion, **motion carried.**

Notes by: Barbara Ostertag-Holtkamp, Megan Donovan

Minutes Typed by: Megan Donovan

Date: November 4, 2020

Respectfully submitted,

Megan Donovan  
Head of Circulation Services