

# LIBRARY BOARD OF TRUSTEES – LANGDON LIBRARY, NEWINGTON, NH

## AGENDA/MINUTES – Regular Business Meeting

Approved

**Date:** 12/19/2014    **Time:** 12:06 – 1:01 PM

Attendees: Gup Knox, Steve Bush, Scott Campbell, Melissa Prefontaine, Marty Jennison (12:15-12:25 PM), Jack O'Reilly (via phone, 12:50- 1:00 PM)

Minutes/Notes Taken By: Melissa Prefontaine

Item	Discussion & Decision
Minutes	Motion by G, seconded by S to accept the minutes from 12/11/14 and 2/15/14. Approved unanimously
Gutters	Steve had looked at gutters with Marty Jennison (construction supervisor) and discussed areas of apparent insufficient coverage.  Motion by Steve, seconded by Gup to increase the size of the downspout and to add 2 additional lengths of bronze colored gutters on the north side (old building). Approved unanimously.
Portico	Marty inspected the windows in the Portico area for signs of leakage. The windows are old/historic and an odd sized. Discussed economical ways to prevent water intrusion without removing existing windows or structure. Will look into cost and get back to us.
Water infiltration	Discussed concerns about increasing amounts of water entering the basement. The additional gutters should help divert water. Discussed some temporary fixes to the front of the old building and potentially adding French drains in the spring (around the front and side of the old building).
Programming complaint	Received a complaint regarding a program for tomorrow (broadcasting the UNH football game) at the library. A resident was concerned that this was not an appropriate use of the library and town money. The trustees discussed this at length and feel that this is a community effort to support not only a local team but a way to attract residents to the library and engage them in other library activities. Additionally, the game is not broadcast on regular TV but will be streamed in on Apple TV so the residents would not necessarily have home access. This situation does however, demonstrate the need for a better policy on programming development and approval process. We will discuss this again in a meeting with all the trustees, after the holidays. The trustees discussed their commitment to offer a wide array of free programs to appeal to many types of people in our town and will

	continue to take suggestions and comments.
Candidates for open position	Scott has had 4 applicants respond to our posting for the Administrative Coordinator position. He spoke to 2 and left messages for the other 2. He would like to bring one in to interview, potentially next week if they are available. The trustees will continue to work with Scott evaluating qualified candidates until the position is filled.
Book return	Discussed location of book return- it is difficult to access for patrons in the current area. We will move the return in the spring to the old parking lot so that it is more accessible.
Grassy hill by front entrance	<p>We continue to receive requests to “add steps” to the grassy hill outside the new front door to shorten the path to the entrance. This has been discussed in length and cannot happen due to the following reasons:</p> <ul style="list-style-type: none"> <li>• Any stairs would need to be code compliant and would require railings on each side and be heated for the winter</li> <li>• Heating costs of stairs would significantly impact the budget</li> <li>• Anything less than the configuration above would not be code compliant and pose a safety risk for patrons</li> <li>• Additionally, it poses a liability to the town for which we would not be insured for (if not code compliant).</li> <li>• Therefore, the cost, lack of safety, and potentially liability of such stairs outweighs the benefits.</li> </ul> <p>This topic has been discussed in multiple public meetings and we will continue to provide information to the public as requested. We discussed discouraging patrons from traipsing over the existing turf. This is ruining the sod that was just planted in late summer and is encouraging others to follow suit. It also is very concerning because of the safety risks. Therefore, in the spring, we will look into plantings that will be essentially impassable and prevent further degradation of sod and limit safety risks for patrons.</p>
Scott's review	Informed Scott that it is time for his annual performance review and contract renewal. Will determine date availability and get back to him.
School programming	Discussed the interdepartmental early-release programming. We had reached out to Peter Latchaw and to the chair of the school supporters (Diana Moulton) to request additional adult supervision/volunteers for the remaining 3 scheduled days. Jack called in to report that he was at the school and spoke to Peter and Diana who informed him that they have 4 or 5 parents who have volunteered to assist for the future events. The goal from all parties is to ensure safety and services and for the program to be successful.
Next meeting	Monday, 12/29/14 @ 6 PM at library

Adjourn	Motion by Steve, seconded by Gup to adjourn Approved unanimously
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Approved