



*Sandown Public Library Trustees Meeting*  
**Minutes for May 19, 2016 at 7 PM @ Sandown Public Library**

**Call to Order**

Meeting called to order at 7:00pm

**Attendance**

Trustees: Diana True, Carol Fournier, Adrienne Skora, Pete Stock, Tina Owens

Director: Kirsten Corbett

Selectmen's Liaison: absent

Bookkeeper: Patricia Sarcione (absent)

**Pledge of Allegiance**

**Finance Report**

Financial Reports – prepared by Patricia Sarcione, Bookkeeper

Acceptance of unanticipated funds: \$19 undesignated donations

Trustee Owens made a motion to accept the unanticipated funds of \$1.50. Trustee Stock seconded the motion, and the motion carried unanimously.

**Approval of Minutes**

April 21, 2016 minutes

The April 21, 2016 minutes were reviewed. Trustee Owens motioned to approve the minutes as corrected. Trustee Stock seconded, and the motion carried unanimously.

April 25, 2016 minutes

The April 25, 2016 minutes were reviewed. Trustee Stock motioned to approve the minutes. Trustee True seconded, and the motion carried unanimously.

April 28, 2016 minutes

The April 28, 2016 minutes were reviewed. Trustee Owens motioned to approve the minutes. Trustee Stock seconded, and the motion carried unanimously.

**News & Views of the Director**

Circulation and Visits

Discussion ensued.

Programs & Announcements

Discussion ensued.

Director's Report is attached.

**Old Business**

- NewsBank Trial Results  
Discussion ensued.

**New Business**

- Credit Card Acceptance: Koha development coming down the pike
  - Open PayPal account?
  - Square on iPad @ desk?

**Closed Session**

Trustee Stock motioned to go into closed session at 7:47 p.m. Trustee True seconded the motion. Roll Call: Trustees True, Owens, Skora, Stock, and Fournier. Director Corbett has been invited. Motion carried unanimously.

Trustee Owens motioned to leave closed session at 10:35 p.m. Trustee Stock seconded the motion. Motion carried unanimously. Trustee Owens motioned to seal minutes. Trustee Stock seconded the motion. Motion carried unanimously.

Trustee Stock motioned to adjourn the meeting at 10:35 p.m. Trustee True seconded the motion. Motion carried unanimously.

**Next Friends Meeting**

- Monday, May 23, 2016 @ 6:30 p.m.

**Next Business Meetings**

- NHLTA Conference Monday, May 23, 2016 8 a.m. - 3:30 p.m. @ Grappone Conference Center
- Thursday, June 16, 2016 @ 7:00 p.m.

Respectfully submitted by Adrienne Skora, Secretary

Library Director's Report  
May 19, 2016

Our Newsbank trial has been ended April 25<sup>th</sup>.

Official NHDB Ballot:

Here are the results of the ballot to accept the new fee structure based on circulation and unique users for the 2018 NHDB Member Library Fees:

62 votes were submitted with one duplicate vote (which was discarded).

- 54 votes in favor of the motion
- 7 votes not in favor of the motion

The motion passes. Beginning with the 2018 NHDB Member Fees, the NHDB will use a formula based on circulation and unique users instead of a formula based on circulation and population.

Wowbrary will be rolling out a new newsletter layout designed for smartphones in the coming months. "This version will appear automatically when people use Wowbrary from a smartphone, whether they go to Wowbrary from an email or link on a web page. Those with larger screens, such as desktops, laptops, and tablets, will continue to see our regular layout." For the first quarter of the year, SPL's Wowbrary commissions are \$77.96.

Our main Circulation computer peripherals have been fluky. AdelXT recommended that I replace the surge protector with a new UPS, which may fix the problem. I installed the new UPS on Monday, April 18<sup>th</sup>. After that, the problem was more intermittent, but still happened. Steve looked at the Circulation computer monitor, and tightened up a few connections. Things seem better since then.

I attended the annual SNHLC meeting, on Monday, May 2<sup>nd</sup> at Plaistow PL.

I attended one day of the 2016 Primex Annual Conference on Wednesday, May 11<sup>th</sup> at the Mount Washington Hotel.

- Extreme Ownership: Plan to Succeed with High-Performance Teams, with Leif Babin
  - Leadership at every level.
    - Take charge of your piece.
    - Critical to success.
  - Your team depends on you –help them to understand that you depend on them, too.
  - Be simple, clear, concise.
  - The team needs to understand the whys, so they can think on their feet.
  - No excuses –own everything in your world: Extreme Ownership.
  - Acknowledge issues, get better.
- Turning Conflict into Collaboration, with Tammy Lanski
  - Conflict helps to identify things that aren't working.
  - Two types of conflict:
    - Constructive –learning something
    - Destructive
      - Blame
      - Entrenchment
      - Recruiting teams
        - (Challenge the "everybody" thinks/agrees statements –Really? Everybody?)
      - Rigidity
      - Distancing
      - Motivation/productivity erode –more energy in conflict than in doing job

- One-upmanship
- Demonizing/one-dimensional characterizations
- A runaway feel
- Communication suffers/triangulation
- Help them Claim It
  - When supervisors and leaders intervene in an employee conflict, the way they intervene can be the difference between a conflict that escalates and one that begins to get sorted out.
  - While it's tempting to step into the middle of employees' conflict (especially since they will so frequently ask you to do just that), helping your employees reclaim their own conflict and the responsibility for resolving it has several long-term benefits:
    - It helps you avoid the time-sucking (and burnout) trap of being chief problem solver.
    - It helps prevent triangulation, a situation in which one employee will not communicate directly with another and instead communicates primarily or only through you or another employee.
    - It ends the boomerang effect of repeated and escalating disagreements repeatedly brought back to you by the same people.
    - It builds your employees' capacity to solve problems.
  - One very simple way to begin teaching employees to claim ownership of their own conflict and the responsibility for resolving it is to deflect early attempts to bring you into their conflict and instead help them think through what they will do about it themselves.
  - Here are some powerful and simple questions to help employees reclaim ownership of their own conflict. Use them when they come to you with complaints and to coach them individually about how to begin sorting it out:
    - What are you going to do about it?
    - How have you contributed to what's going on? (Don't let them get away with throw-away answers to this)
    - How can you state your concern in a way that they might be willing to listen to you?
    - What ideas can you propose that you believe they might seriously consider?
    - How can you both test out possible solutions to see which ones have the best likelihood of long-term success?
- Help them Frame It
  - One reason that conflict gets stuck is that the participants are solving different problems. Person A may think, for instance, that the problem is Person B's laziness, while Person B may think the problem is Person A's micro-managing. It is no wonder that they can't resolve the problem between them—they aren't working on the same one!
  - In these instances, reframing helps participants get on the same track, aligns their energy toward solving the same problem(s), and helps them avoid the "diagnosis" trap (diagnosing what they see as wrong with the other person).
  - Effective problem frames:
    - Change the argument from an either/or scenario
    - Should work for both (all) parties. Those involved should all be able to say, "Yes, that's a problem I'm willing to work on."
    - Should not have what you believe to be the solution built into it ("How to get Bonnie to be less controlling").



- Counter Detours (usually after you have described the behavior and expressed your feeling about the situation.)
  - Pause (powerful, and encourages thought)
  - Re-emphasize feelings/thoughts: “I understand you are disappointed. So am I.”
  - Redefine negative labels: “I am listening. I don’t agree with your interpretation of events.”
  - Disagree: “It’s not a little slip.”
  - Repeat and persist: “It’s important that we resolve this now. Let’s begin by discussing how you might act differently in the future.”
- Final Attempts
  - Repeat and persist.
  - Time out and reschedule –for you or for them. Don’t ask; tell.

I attended one day of the New Hampshire School Library Media Association Conference on Thursday, May 12<sup>th</sup> for free, as I co-presented the 2016 Flume Award titles and the 2015 winner.

- Tiff’s Favorite Tech Tools and other Inspirations:

- PLN (Personal Learning Network) Starter Kit <http://www.livebinders.com/play/play?id=441748>
- Feedly –a blog aggregator <https://feedly.com>
- Twitter - <https://twitter.com/#tchat>
- TL Virtual Cafe Webinars - [tlvirtualcafe.wikispaces.com/](http://tlvirtualcafe.wikispaces.com/)
- Common Sense Media Curriculum - <https://www.common Sense Media.org/>
- Google Search Lessons - [www.google.com/intl/en-us/insidesearch/searcheducation/lessons.html](http://www.google.com/intl/en-us/insidesearch/searcheducation/lessons.html)  
[code.org](http://code.org)
- Breakout EDU - [www.breakoutedu.com](http://www.breakoutedu.com)
- Pinterest - [https://www.pinterest.com/librarian\\_tiff/library-genrefication/](https://www.pinterest.com/librarian_tiff/library-genrefication/)
- Symbaloo - <https://edu.symbaloo.com/mix/creativewebtools1>
- Lesson Paths - <http://www.lessonpaths.com/>
- Livebinders - <http://www.livebinders.com/>
- PowToon - [www.powtoon.com/](http://www.powtoon.com/)
- Haiku Deck - <https://www.haikudeck.com/>
- Pixton - <https://www.pixton.com/>
- Kahoot - <https://getkahoot.com/>
- Battle of the Books - <http://www.mightylittlelibrarian.com/?p=1277>
- Thing Link - <https://www.thinglink.com>
- Piktochart - [piktochart.com](http://piktochart.com)
- Smore –share ideas/resources <https://www.smores.com>
- Jing –screen captures [www.techsmith.com/jing.html](http://www.techsmith.com/jing.html)
- Open ClipArt - <https://openclipart.org/>
- Genre Signs - <https://www.flickr.com/photos/49483751@N02/sets/72157631353464278/>
- PicMonkey –photoshop alternative (can use to zombify pics) [www.picmonkey.com/](http://www.picmonkey.com/)
- Screencast-O-Matic –use to create tutorials (look for youtube for zombification)  
[www.screencast-o-matic.com/](http://www.screencast-o-matic.com/)
- Educreations –tutorials (iPad only) <https://www.educreations.com/>
- Flipgrid –feedback on class (or staff?) [flipgrid.com/#e4817a8e](http://flipgrid.com/#e4817a8e)
- Class Dojo - <https://www.classdojo.com/>
- Diigo –bookmarking, annotating <https://www.diigo.com/>
- Scrible - <https://www.scrible.com/>
- Newsela –adjust lexile level for articles for differently abled readers <https://newsela.com/>
- Dropbox –save everything there –no more usbs, etc. <https://db.tt/SK58g4Hx>
- Tagxedo –word cloud [www.tagxedo.com/](http://www.tagxedo.com/)
- Schoology –“better than Blackboard” learning management system <https://www.schoology.com>
- Weebly - [www.weebly.com](http://www.weebly.com)

- Wikispaces - <https://www.wikispaces.com/content/classroom>
- Wunderlist - <https://www.wunderlist.com/>
- Google Calendar - <https://www.google.com/calendar/render>
- Google Forms -surveys [https://docs.google.com/forms/d/1HkiLg28hGwso9VI7d0-k0hR5TJNUWQJ0QENt5QjCLiY/viewform?usp=send\\_form](https://docs.google.com/forms/d/1HkiLg28hGwso9VI7d0-k0hR5TJNUWQJ0QENt5QjCLiY/viewform?usp=send_form)
- AASL Best Websites - <http://www.ala.org/aasl/standards/best/websites/2015>
- AASL Best Apps - <http://www.ala.org/aasl/standards/best/apps/2015>
- Makerspaces –go to Renovated Learning - <http://renovatedlearning.com/>
  - Donors Choose -funding [www.donorschoose.org/](http://www.donorschoose.org/)
  - LEGO Wall - <http://www.mightylittlelibrarian.com/?p=1236>
  - Take stuff apart
  - Makey Makey - <http://www.makeymakey.com/>
  - Sphero - <http://www.sphero.com/>
  - Tickle App - <https://tickleapp.com/>
  - Snap Circuits - <http://www.snapcircuits.net/>
  - Dash & Dot - <https://www.makewonder.com/dash>
  - Little Bits - <http://littlebits.cc/>
  - Cricut - <http://us.cricut.com/home/>
  - Silhouette - <http://www.silhouetteamerica.com/>
  - Crafting –duct tape, rex lace...
- Displays/Promotion
  - Read Box display (play on Redbox)
  - Spotlight genres, state awards, etc.
  - Book Challenge - <http://www.mightylittlelibrarian.com/?p=1338>
- Gwyneth Jones, The Daring Librarian:
 

[http://thedaringlibrarianpresents.wikispaces.com/EdTechNado\\_Trooper](http://thedaringlibrarianpresents.wikispaces.com/EdTechNado_Trooper)

**“Choose to be an EdTech & Library Trooper:  
Our world is not changing back. In the tumult of today's technical and pedagogical innovation, it's time to take action! As EdTech Troopers our language has shifted to connect, collaborate, create, construct, make, flip, share, advocate and empower to move forward into the universe of rigorous instruction. This session will make sense of the sensational and decode the Babel of buzzwords. You needn't choose to adopt and change everything in your tech tool bag - but picking just one or two new things to try, can transform your professional practice. Choosing to be an EdTech Trooper and a change agent within education isn't easy - but it's ultimately rewarding for teachers, librarians, and students!”**
- Flume Award 2015 Winner: *We Were Liars* by E. Lockhart
- Flume Award 2016 Nominees:
  - *All the Bright Places* by Jennifer Niven
  - *Bone Gap* by Laura Ruby
  - *Carry On* by Rainbow Rowell
  - *The Girl with All the Gifts* by M.R. Carey
  - *I am Princess X* by Cherie Priest
  - *I was Here* by Gayle Forman
  - *Nimona* by Noelle Stevenson
  - *Red Rising* by Pierce Brown
  - *Saint Anything* by Sarah Dessen
  - *The Testing* by Joelle Charbonneau
- Isinglass Award 2015-2016 Winner: *The War that Saved my Life* by Kimberly Brubaker Bradley
- Isinglass Award 2016-2017 Nominees:
  - *Speak* by Laurie Halse Anderson
  - *The Thing about Jellyfish* by Ali Benjamin

- *The Leveller* by Julie Durango
- *The Walk On* by John Feinstein
- *Roller Girl* by Victoria Jamieson
- *The Skeleton Tree* by Iain Lawrence
- *Keepers of the Labyrinth* by Erin Moulton
- *A Night Divided* by Jennifer Nielsen
- *The Seventh Most Important Thing* by Shelley Pearsall
- *The Hired Girl* by Laura Amy Schlitz
- *The Rules of Survival* by Nancy Werlin
- *Everything, Everything* by Nicola Yoon

One of our iPads was disabled, and unable to be recovered. After speaking with two Apple representatives, who were also unable to recover the iPad, I will be shipping it via the UPS Store, and they will replace it. We still have nearly one year left on our AppleCare coverage, so the replacement and shipping will be free.

I have been working with SenSource to get our door counters working properly again. Having been notified that our statistics were restored, but the sensor was either blocked or dead, Steve from AdelXT helped me to remove the sensor from the wall, as he is the person who installed it. I replaced the batteries, and checked to see if they were working. Unfortunately, although I'd been informed that we were now seeing our statistics, and not Suring Area Public Library's, that was not the case, so I was unable to determine if the battery replacement worked. We are now seeing Sandown PL's statistics, but now I'm being informed that the box on the other side of the door also takes batteries, and they are dead. I have more batteries on order (they are 3.6V AA-sized lithium batteries, so not readily available), and will replace them once they arrive.

I plan to attend the New Hampshire Library Trustees Association Annual Conference and the Friends of SPL meeting on Monday, May 23<sup>rd</sup>.

I plan to attend the monthly SNHLC meeting on Thursday, May 26<sup>th</sup>.