

**DUXBURY FREE LIBRARY
BOARD OF TRUSTEES
MEETING MINUTES
NOVEMBER 12, 2008**

Members Present: Theodore Flynn (Chair), John Hill, Nancy Delano, and John Britten
Staff Present: Elaine Winquist (Director), Nancy Denman (Children's Supervisor), David Murphy (Reference Supervisor), Rose Hickey (Technical Services Supervisor), Carol Jankowski (Circulation Supervisor), Ellen Snoeyenbos (Young Adult Librarian), Deborah Killory (Administrative Assistant)

The meeting was called to order at 8:05 am in the Setter Room at the Duxbury Free Library.

Minutes of previous meeting

The minutes of the October 14, 2008 meeting were presented. One adjustment was made.

Moved by Mr. Hill, seconded by Mr. Britten, to accept the minutes of the October 14, 2008 meeting as amended.

Vote: 4 – 0 in favor

Chair's Report

Mr. Flynn reported no bad news to date on the budget.

Director's Report

Ms. Winquist said that John Madden, the Town's Finance Director will attend the next meeting. So far she has received no additional news on this fiscal year's budget, so hopefully all will be OK for the year. Mr. Madden had been supportive of restoring hours in the FY10 budget, but this now looks unlikely.

While checking with Town Hall on some details concerning a young adult overnight program. Ms. Winquist was told by staff that the town has a CORI policy and wants checks to be done on those who work with vulnerable populations. This process is underway for library staff and volunteers.

Ms. Winquist was approached by Michelle Conway of Foodie's about doing a quarterly program in conjunction with the Library called "Eat Your Words", which will involve Ms. Conway developing recipes around a title selected by the library.

Department Reports

Reports of the Children's, Circulation, Reference and Technical Services Departments were distributed.

Friends Report

The Director reported that Ms. Mutkoski can no longer serve as the Trustees' liaison with the Friends; Mr. Britten agreed to take over this function.

Inc. Board meeting

The semi-annual meeting of the Inc. Board took place on November 1. Investments are showing a negative balance, but the Board voted no change in the library funding for next year.

Staff Report: Young Adult Librarian

Ms. Snoeyenbos reported that her Book Marks were one of fifteen book groups chosen from around the country that were as an American Library Association galley group. Pre-published copies of young adult books will be sent to the group six to nine months before scheduled publication. Participants read the books, fill out review forms, and return the forms to the publishers. The group will also be involved in nominating books to be included in the thirty to forty top books of the year; teens nationwide will select the top ten books of the year from this list. The culminating event will be a January 2010 midwinter conference in January when the best books will be chosen. In addition to her weekly meetings of the high school Book Marks, Ms. Snoeyenbos now is meeting once a month with post high school teens.

Ms. Snoeyenbos attended the first annual YALSA conference (the young adult division of ALA) in Nashville, with over six hundred YA librarians. She particularly enjoyed meeting a librarian from Kalamazoo who has a longtime galley group at her library.

FY09 Budget

No new news on the budget; the meeting with Mr. Madden next month should be well-timed. There is currently a hiring freeze in town. At the December 16 meeting, the Trustees will discuss the 2009 meeting schedule.

Moved by Mr. Hill, seconded by Mr. Britten, to adjourn the meeting at 8:25 am.

Vote: 4 – 0 in favor