

Meeting of the Board of Library Trustees

Tuesday, March 12, 2013 - 8:00 am

Meeting Minutes

Trustees Present: Laura Sullivan, Donna Ryan, Paula Harris, Lamont Healy, Elane Mutjkoski

Staff Present: Carol Jankowski, David Murphy, Denise Garvin, Nancy Denman, Rose Hickey

Meeting called to order 8:07 am

February minutes were not approved- we did not have them.

Chair's Report

Ms. Harris attended town meeting, and noted that all the articles pertinent to the library were carried. She also noted that the library's capital spending has been cautious; we might be more aggressive in the future.

Ms. Harris also noted that MBLC granted a waiver because the DFL did not meet its budget requirements for the 4th year in a row.

Director's Report

Ms. Jankowski remarked that Mr. Lampert, Chair of Fiscal Board of Advisory, gave a presentation at town meeting about the town's fiscal projections. He did not mention the library, which seemed to be a glaring omission. The town administrators are all aware of the state of the library; Mr. Lampert's report gives the wrong impression that the library is in good physical shape.

Ms. Harris noted that we need to advocate more for the library's needs.

A new weather incident procedure is in place. When school is delayed, the library also considers a delayed opening. On Friday March 8th, the library planned to open when school was initially delayed. Carol came to the library and received a communication from Jeannie Horne at town hall that all non-essential buildings close. Library remained closed for the day, as did the school.

Ethics training certificates from trustees are due back to human resources on April 5th, 2013.

CPC project of the front entrance of the DFL is not yet completed. Project was based on lowest cost estimate from Chapman Waterproofing. DFL is having trouble getting Chapman Waterproofing to settle on a date to do the work. David Murphy spoke with Chapman, they promised work on April 1st. DFL's funding is based on this lowest cost estimate- we need them to be the ones to do the work.

John Madden inquired if the library has room to house an office for a facilities manager next year until more permanent lodging can be found. Ms. Jankowski is considering the offer but has not made a decision on the matter.

Jessica Lamarre, young adult and children's librarian from Pembroke, will begin the full time children's librarian's position on March 25th.

Departmental Report

Ms. Garvin noted that the Facebook account is stagnant, twitter use is rising.

Friends Report

Ms. Sullivan reported that the Friends membership level is down \$5,000 from this time last year from \$30,000 to \$25,000. Friends think it may be because they are not holding Birdies for Books event, and potential donors were waiting for that. They are planning a targeted postcard and letters to past donors who have not yet given this year.

Friends are planning a summer dinner event with author, Richard Russo. Event will be in July at Leah Petro's house. Tickets are expected to be \$90, and to include heavy hors d'ouvres, beer, wine, and a signed book. Tickets will be limited to 100 guests. Details are being worked out.

New Business

Policy Review of "Posting of Free Materials" new title "Community Information Policy" was adopted moved by Ms. Mutkoski and seconded by Ms. Ryan. No changes to body of policy.

Voted 5-0 in favor

No other new business.

Old Business

Stairway project committee will meet Tuesday 3/19 at 8:00 am.

Meeting adjourned 8:47 am Moved by Ms. Mutkoski, seconded by Ms. Sullivan.

Voted 5-0 in favor

Next meeting Tuesday, April 9th, 2013 at 8:00 am.

Respectfully submitted by Laura Sullivan 3/26/13

Distributed: Director's Reports, Departmental Report, Posting of Materials Policy