

Minutes for Randal Library Trustees Meeting

April 11, 2012

Meeting called to order at 7:30

Present: Library Trustees: Tim Reed, Harry Donahue, Amante Coppes, Barbie Wolfenden, John O'Keefe, Kathy O'Brien
Director: Melissa Fournier

Absent: Jane Epstein

Secretary's Report: Tim nominated Kathy to be Secretary, motion passed.

Treasurer's Report: None.

Director's Report:

Melissa

- o Noted that a book sale, undertaken by the Friends of Randall Library (FRL), will be held on May 19 and May 20.
- o Stated that she will be meeting with the Center School librarian to review the concept of an after school study program.
- o Showed that e-book usage was up from the same period last year but the regular circulation was down.
- o Presented a Randall Library Collection Development Policy for the trustees to read and review for discussion at a future meeting.
- o Said that new shelving is needed for the children's area as the current rotary stands present possible safety issues.
- o Shared the current expenditure ledger and information on monies that were to be used to keep within the guidelines of government funding.
- o Explained a possible decrease in wait time for e-books (now at 22 days to instantaneous download); presented a graph showing the patronage of current e-book checkouts by month and format; and shared plan of informing residents of how to download books.

Chairman's Report:

Tim

- o Noted that the Randall Library Building Committee has selected 4 finalists all of whom will be interviewed next week. Four firms will be chosen and forwarded to the Selectman for their consideration. There will be a meeting to garner public input at a later date in preparation for a town fall meeting. Bill Wrigley will enter into negotiations when a firm is chosen. All four finalists have received excellent recommendations and are well known for their work with libraries.
- o Stated that there is a website entitled [Friends of Randall Library Stow MA](#) which will cover the FRL information now that the Randall Library frierids site is no longer available for town use.
- o Said that there is blog established by a member of FRL: Stow Reads.
- o Clarified the process of using and saving of monies for the current year noting lower heating costs due to warm winter; director line item was less due to the difference in salaries for the previous and new director; some articles from previous town meetings for library repairs have been saved to use for the impending proposal for renovation/restoration project.

FRL Report:

Barbie


- o Said that the Friends are doing a town wide mailing for fundraising.
- o Shared that there is a new positive energy within the group but members are still being sought.
- o Noted that the group will be selling water and cookies on Memorial Day as well as at the Book Sale.

New Business:

- o A change in meeting date for May was requested in order to include the Director. Date change was approved for May 16, 2012.
- o Answering the question regarding insurance coverage for library volunteers?
- o Determining where to find information on future FRL meetings?

Meeting was adjourned at 8:30.

Respectfully submitted,


Kathy O'Brien

