

Randall Library Trustees Meeting
July 9, 2014

Attendees: Barbie Wolfenden, Kathleen O'Brien, Melissa Fournier, Amante Coppes, Marianne Sharin

Meeting called to order at 7:06

No Public Comment

Acceptance of minutes from June meeting.

Motioned by Barbie Wolfenden.

Seconded and Passed unanimously.

Director's Report – Melissa Fournier

- Attendance
 - June 2014= 3673
 - June 2013= 4292
 - Decrease of 14%
- Circulation
 - Books June 2014- 5752
 - E-books June 2014- 419
 - FreeGal - 116 (18 patrons)
 - Total 2014- 6287
 - Books June 2013- 6842
 - E-books June 2013 - 354
 - Total 2013- 7196
 - Down roughly 12%

Lower attendance and circulation could be due to the lack of children's programs for the past month. Awaiting hire of new Children's Librarian.

- Website Activity
 - June users - 536
 - June sessions - 768
 - June pageviews - 1960
 - YTD (Oct 2013-current) 2,421 users, 4,154 sessions, 10,351 pageviews

Budget Information for FY2014

Final Figures

Library Wages	\$146,674.85	Under budget \$4,469.15
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Utilities/Heating	62,100	Under 606.63
Utilities/Electric	62,120	Under \$.28
Repairs Maintenance Building	62,420	Under \$.15
Postage	63,400	Under 100.00
Network Membership Fee	63,500	Under 1.00
Maintenance Contracts - Equipment	63,800	Under 56.10
Supplies/Building	64,200	Under 433.93
Supplies/Office and Computer	64,220	Under 2.00
Books	66,800	Under 104.77

Trust - Awaiting final bank statement for FY2014. We will be state compliant on book and material purchases.

Balance in account \$18,059.69

Expenditures for FY2014 Total \$36,531.31

Comprised of:

Copier	1,880.00
Periodicals	886.56
Audio (books on CD)	4,893.73
Reference	1,976.40
Books	17,205.55
DVDs	3,567.43
Music	495.69
E-Books	0
Misc	24.95
Games	0.0
Databases (recurring)	4,090.00

Programs:

- Adult summer reading program is well received with 71 participants

- ❑ Children's summer reading has a total of 183 participants
- ❑ There are 3 Adult programs for July; Exploring the Worcester Art Museum, Edible Plants of the Northeast, and sisters in Crime Night. Expecting a good turnout for them.
- ❑ There are special programs planned for the Children's group due to a lack of regular programming and a Youth Services Librarian. In the absence of a Youth Services Librarian, there are 8 special programs planned ranging from a Kids Book Club to Teddy Bear Picnic along with Jugglers and Puppets.

Youth Services Librarian Search - There were 38 applicants, with 9 selected as interview candidates. A candidate was identified and discussed by the Trustees to extend an offer.

Motion was made to accept the candidate suggested by Melissa by Kathleen O'Brien. Seconded by Barbie Wolfendon, motion passed unanimously.

Physical Building Update:

- ❑ All air conditioning is functioning as expected throughout the library.
- ❑ No leaks have been detected with the recent storms.
- ❑ Childrens Area ceiling has not been fixed since May. There are exposed wires prompting questions from children when they visit. This may have an impact on attendance over the past month.

Committee Reports

* Joint PR Committee meeting report – Marianne Sharin
No activity to report this month.

Treasurer's Report – none this month

Motion to Adjourn at 8:07 pm by Amante Coppes
Seconded by Kathleen O'Brien. Motion carried.

Respectfully Submitted

Marianne J. Sharin