



Logins 5  
Page Views 10  
Mango  
No Activity in January  
Ancestry/Heritage Quest  
255 Retrieved Documents

Attendance:  
January 2015 =3022  
January 2014=3356  
Down by approx. 9%

*\*\*Important to note: there were 4 days the library was closed due to storms.*

Facilities – Bill W approved \$75K capital request to address duct work in the building.  
Will be going to Town Meeting.  
There is a Capital Planning meeting on March 12 at 8:15 pm --Capital planning meeting request.

Snow removal going well for emergency exits. However, the snow is not able to be removed from the flat roof area (not the patio), there are leaks in the reference area that are causing problems. The town maintenance representative has indicated that the building roof is not able to be cleared, and the only solution is to put buckets up to catch the water.

Air Quality – The report was received from the RPF Environmental data on the air quality in the library. The data was interpreted by the consultants who took the samples. The data does not provide what the acceptable ranges are for the measurements they took.

Marianne to follow up with Jack Wallace regarding this information.

Cleaning equipment was recommended to help keep the air in good quality, including a HEPA vacuum.

Staffing – Bibliotemps is working well.

Beacon Villager is following & reporting on the Randall Library programs available.

### **TREASURER Report**

Tim proposes that for the Calendar year 2015 the Trustees disburse \$25K to the library.

This figure is based on the projections of the market and expected upside of the market.

Question posed was whether there is any opportunity to provide the library trust funds for the building maintenance? The trust monies have been used to purchase materials (books, databases, and e-materials). This helps to make sure that the library maintains accreditation, allowing it to remain within the Minuteman Library network and qualify for state aid.

Motion made to disburse 25K to Family Federal for Melissa to purchase Library materials by Kathleen. Seconded by Barbie  
Motion passed unanimously.

### **Review of Randall Library writeup for the Town Report**

Suggested to include the Library Directors name in addition to the Trustees.

Motion to Accept the Town report for 2014 with amendments made by Tim Reed  
Seconded by Kathleen  
Motion passed.

### **Discussion on Library Questionnaire**

Trustees have received a draft of a potential questionnaire. The discussion centered around the questions and length of the questionnaire. It was requested that the survey obtain as much information as possible to determine the direction for the future of the library.

Include questions asking for more data – contact the group in Bolton about what questions were asked.

Questionnaire is being reconsidered and updated.

Motion to adjourn by KO  
Second by TR  
Adjourned 8:55

Respectfully submitted  
Marianne Sharin