

Library Trustees Meeting minutes ~ Monday, November 20, 2017

Attendees: Lisa Kane/chairwoman, Joanne Geneva/Secretary, Aidan Heffernan (voting members)

Betsy (Perry) Rajotte/Library Director, Shannon Duffy/Youth Services Librarian (non-voting attendees)

Call to order: 3:35 pm

The members of the Board reviewed and approved the minutes of the previous meeting 2-0. (Aidan abstained from voting because he was not present at the October meeting.)

Youth Services Report:

Children's Services

Professional Development:

11/7 - Webinar: How to Support Early Learners with Challenging Behavior

11/9 - Webinar: Music and Language Learning: Songs and Chants to Support Children's Developing Language and Literacy Skills

11/15- unconference

Past Programs and Attendance Numbers:

In October, we had 23 children's programs with a total of 437 people in attendance. (Over 150 were at the program at Whittier Farms)

Letters to Santa will begin Friday, Dec. 1 and will run until Saturday, Dec. 16.

Upcoming Programs:

Storytime:

Baby Storytime: Every Tuesday at 10:30 until 2/27/18 (6-24 mos)

Wednesday Storytimes: Every Wednesday at 10:30 until 2/28/18 (ages 1-5)

Thursday Storytimes: Every Thursday at 10:30 until 3/1/18 (ages 1-5)

Storytime at the Bank: Nov. 27 & Dec. 4 at 10:30 AM (ages 1-5)

Guest/Performers/Events:

Kidding Around Yoga with Nichole: Thursday, Nov. 30 at 5:30 PM (ages 4-7)

Crafts and Treats with the girl Scouts: Saturday, Dec. 2 from 10-12 (all ages) (In conjunction with the Chain of Lights)

Music and Movement with Deb Hudgins: Monday, Dec. 11 at 10:30 AM (ages 1-5) - drop in

Free Movie Friday: Dec. 15 at 4 PM. Showing: Emoji Movie (all ages)

Crafternoon: Wed., Dec. 27 and Fri., Dec. 29 from 1-5 PM. Drop-in, all ages welcome.

Lego Club Meetings:

Tuesday, Nov. 28 at 4 PM

Thursday, Dec. 7 at 4 PM

Tween/Teen Services

Past Programs and Attendance Numbers:

In October, we had 4 teen programs with 12 people in attendance.

Upcoming Programs:

Tinker Tuesday: Tuesday, Dec. 12 at 4 PM (Ages 10 and up) (younger kids are welcome IF accompanied by an adult who is actively participating)

TAG Meeting : Wednesday, Dec.13 at 4PM

Very Harry Holidays (all ages welcome) -Part 1: Harry Potter Ornament Making: Tuesday, Dec. 12 at 6 PM (maximum of 12 participantw per event. Registration is required for each month’s event)

Director’s Report:

	Adult Programs	Number of Participants
July 2017	5	47
August	8	74
September	8	63
October	10	75
November		
December		
January 2018		
February		
March		
April		
May		
June		
July		
Fiscal year		

Meetings Attended:

- 11/2/17 MassLNC Conference- Devens (for Evergreen users - training on changes that will occur in spring 2018)
- 11/3/17 C/WMARS Executive Committee- C/WMARS
- 11/8/17 Webinar- Big Ideas for Small Libraries
- 11/14/17 Department Heads- Town Hall
- 11/14/17 C/WMARS Users Council- Northborough PL
- 11/15/17 Local Libraries Unconference-Sturbridge PL
- 11/16/17 Webinar- Fundraising
- 11/16/17 Capital Campaign Meeting (group is committed to continue meeting)
- 11/17/17 Friends of the Library

Adult programs:

We had some strong attendance in October especially for Colin's cooking programs here (The soup program will repeat after Thanksgiving due to popular demand) and the paper crafting classes at the bank.

Upcoming:

The following programs are in addition to book groups, writing, coloring, and Krosslink which are year round groups that meet on a regularly scheduled basis.

December:

12/5 meditation/emotional freedom

January:

Bullet Journaling (teens and adults)

Organizing

Air Frying with Colin

Paper Crafting with Lisa at UniBank (Wednesday nights)

Heart Topiaries (ages 13 and up)

Greg Maichack Monet (Cultural Council Grant sponsored event. This will take place after regular library hours for space reasons.)

February:

Essential Oils

Valentine paper crafts with Lisa at UniBank

Learn to use your Silhouette (week night event and will repeat on Saturday)

Desserts with Colin

Tea and Chocolate with Kim Larkin (event is offered for teens in the afternoon and repeated for adults in the evening)

Friends:

Planning some new fundraisers for next year. They are still selling gift cards. (The Friends Art event on the Common date is set for 6/9/18.)

Staff:

Six of our staff attended the Unconference at the Sturbridge Library on 11/15/17 with about 50 library staff from local libraries. There were three sessions for each of the following sections: Circulation, Tech Services, Youth Services, and Adult Services.

Misc:

Filed our FY19 Action Plan with the MBLC

The new front door was ordered.

Betsy's printer is broken and unrepairable. She will now print wirelessly to the one remaining printer instead of replacing it.

Shannon has applied for an Osterman Family Grant for 2018

Old Business/New Business:

After discussion, the Trustees decided not to file with the MBLC for a new building grant extension. We feel that the town has missed out on a wonderful opportunity but that filing for an extension will not change the outcome of the decision made by the voters at the Fall Town Meeting. It was noted that we will not be able to apply for another grant for 10 years and that there is no guarantee that another grant round will take place at that time.

A decision was made by the Board to revise the library fine policy. We will now have “food for fines” in place year round to benefit the Sutton Food Pantry.

The annual library staff/ trustees dinner event is postponed to January.

Upcoming Meeting Dates: December 18, 2017 at 3:30pm

Next Meeting Agenda Items:

1. Youth Services Report
2. Director’s Report
3. New/Old Business

Adjournment: 4:12pm