

**WAYLAND FREE PUBLIC LIBRARY**  
**BOARD OF LIBRARY TRUSTEES MEETING MINUTES**  
**July 21, 2010 – 8:30 a.m. – Selectmen’s Meeting Room, Town Building**

**Present:** Library Director, A. Knight; Trustees, A. Gennis (chair), A. Heller, N. Jahnke, T. Thompson, L. Lipcon

**Call to order:** 8:33 a.m.

**Public Comment:** None.

**Minutes** of 6/16 and 6/23 were passed.

**Statistics:** Circulation at minimum due to closing. Small numbers reflect books checked out through central site for pick up at neighboring libraries.

**Budget** on track. Reviewed monthly. Non-appropriated funds are reviewed bi-annually, generally August and January.

**MLN network agreement** was approved and signed.

**Status of Library reconstruction:** Sorting, categorizing, boxing and staging of books for Children’s Room in Raytheon Room are  $\frac{3}{4}$  complete. Carpet and linoleum has been installed. Shelving was to have been assembled yesterday, but no one showed. Retrofitting and covering of stairs needs to be done so library can open without further disruption. Chair will speak to J. Moynihan regarding this. Chair will invite J. Moynihan and D. Ouellette to attend September meeting to discuss plans for insuring that a similar flooding of WPL will not happen again

**Activities related to reopening of library:** Anticipate opening to public on Aug. 2. “We’re Open” buttons have been ordered. Signs are ready for circ desks of neighboring libraries. Large signboards announcing opening are being readied. Vinyl banner for backstop at high school field will be ordered.

**Opening Celebration** Sept. 12 -- 2:00 to 5:00 p.m. Discussed event and outlined necessary tasks.

**Open Meeting Law** compliance discussed and forms signed.

**Services Directory** of resources for seniors will be on WPL website. Director Knight would like to invest in software that would facilitate on-line modifications so site can be kept up-to-date. Trustees unanimously approved a sum of \$2000 to be taken from state aid for this purchase.

**Library signboard** was damaged by a truck. It will be replaced.

**Old Business:** date for next meeting tentatively set for August 18.

**Trustees’ concerns:** none

**Meeting Adjourned:** Adjourned at 10:15 a.m.

**Next Meeting:** Wednesday, Aug 18, 8:30 a.m.

Respectfully submitted by Lynne Lipcon.

Documents Reviewed at meeting:

Circulation statistics for FY10

Monthly library budget statistics

Minuteman Library Network agreement