

WAYLAND FREE PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES MEETING MINUTES
Aug. 18, 2010 – 8:30 a.m. – Raytheon Room, WPL

Present: Library Director, A. Knight; Trustees, A. Gennis (chair), N. Jahnke, T.Thompson, L. Lipcon.
Guests: J. Moynihan and F.Turkington

Call to order: 8:34 a.m.

Public Comment: None.

Minutes of 7/21 were passed.

Statistics: Circulation stats reviewed. Budget on track. Suggested that note be included on future budget reports that explains how this is tracked.

Report on re-opening the library & punch list Patrons were very excited to be back in their hometown library. Many came with flowers, food and hugs. Little remains on punch list: fixing a door, installation of sink in Children's room, a bit of miscellaneous touch-up painting. Furniture delivery is expected this week.

Flood mitigation efforts Civil engineering firm has been hired to calculate the flood storage capacity and suggest specific measures to expand the flood storage capacity so the cost of these mitigation steps can be assessed against the relative benefit provided. Work will begin within next week or so. Recommendations expected by early October so town can apply for grant funds to assist with the cost. A 150 gal/min. pump has been installed at the library. The town has purchased two 800 gal pumps for emergency use.

Discussion of FY11 Capital Budget Those items in capital budget which addressed building issues have either been addressed in the restoration of the downstairs or, in the case of upstairs, repairs will be addressed at a time which will least inconvenience patrons—likely August 2011. The money allocated for this will carry over into next fiscal year.

Celebration Event, 9/12/10 Reviewed progress against plans for open house. Jahnke volunteered to design flyer/invitation (pdf) to go to town officials, department heads, staffs of surrounding libraries, newspaper, etc. Whole Foods has generously offered to contribute food. Gennis will write a letter to editor re. open house.

Building and grounds maintenance Town has cleaned parking lot (grass cut back and lot swept.)

Damaged library signboard replacement Two estimates are being sought for replacement of large sign damaged by last month's hit and run. Cost expected to be \$600 to \$700 to be allocated from state aid.

Warrant signatures Discussion tabled until all trustees are present.

WPCA donation A generous donation for the Children's Room was received. Items lost in the flood will be purchased. The flood has also occasioned other gifts to the general fund. Thanks to all.

Services Directory is expected to go on-line by early Oct. There will be a presentation late fall/early winter on how to use this new resource.

Old business It was suggested that the Historical Society assess a damaged oil portrait. Trustees were advised of the current status of the Collaboration Committee. See attached email from Turkington. Trustees are mindful of need for financial prudence and will work to balance this with desire to provide the best library service to our town.

Trustees' concerns since last meeting

The Ann Flowers Children's Book Collection should be evaluated.

Now is the time to capture patrons' ideas of the positives that they experienced while using other town's libraries. Requests for this information will be made through newspaper articles and virtual and real suggestion boxes.

Referenced Documents:

1. Minutes of 7/21/10
2. Circulation statistics
3. Budget
4. Email from Fred Turkington. Subj: RE: Collaboration Date: 8/13/10
5. Email from Ann Knight Subj: Collaboration Date 8/11/10

Meeting Adjourned at 11:12 a.m.

Next Meetings: Please check your calendars. Let Gennis know if any of these dates presents a problem.

Wednesday, Sept 15, 8:30 a.m. Raytheon Room, WPL

Wednesday, Oct. 20, 8:30 a.m. Raytheon Room, WPL

Wednesday, Nov. 17, 8:30 a.m. Raytheon Room, WPL

Wednesday, Dec. 15, 8:30 a.m. Raytheon Room, WPL

Respectfully submitted by Lynne Lipcon.