

Wayland Public Library
Board of Library Trustees Minutes

Oct. 20, 2010 8:30 a.m. – Raytheon Room, WPL

Present: Library Director, Knight; Trustees, Gennis (chair), Jahnke, Cartwright, Heller, Lipcon.

Call to order: 8:45 a.m.

Public Comment: None.

Minutes of 9/15/10 were passed.

Statistics: Circulation is down compared to same time one year ago. May take time to rebuild circ following flood. Can we determine if lag is WPL specific or being felt by other libraries? Active management of Overdrive Downloadable books is making access faster for high demand books. Budget on track

Updating WPL Building Program Need to review 2003 Building Program. Jeff Hoover of Tappe Associates will update program based on library trends and service demands: one version as stand-alone and one as sharing space with CoA. Trustees voted 5/0 to allocate \$1500 from The Millennium Fund. Three trustees attended last week's CoA brainstorming session. All of the visioning groups laid out plans for a community center that included both a library and senior center.

Library Budget level funded for FY 12. Will request a 16% increase in materials budget so as to remain compliant with state requirements for eligibility for state funding.

Wayland Reads will be involving many other community groups. The broad outline of events/programs is in place with details being filled in. Planning a soft launch prior to holidays with full details in January.

Cyber-bullying program Ten to twelve were in attendance at Gwen O'Keeffe's presentation. Gwen would like to follow up with a panel discussion. Perhaps WPL could co-sponsor the event with another organization.

Insurance on collection Replacement cost of collection exceeds \$1 million, though it appears to be insured for \$183,660. Aida will call Fin Comm. chair to request more information and review.

Comments on STM warrant articles Discussion. Trustees have no comments. Ann K. will submit form on our behalf.

Community bulletin board Recognizing the need for a community bulletin board in town, the library has decided to create one. There will be clear language regarding what may be posted, that postings are not endorsed by WPL and that the library retains the right to weed.

Reconstruction follow-up Most repairs are complete. Awaiting some replacement furnishings, a partition for April's office and the installation of staff bathroom cabinetry. There may be an issue with a miss-sized faucet in staff work area of Children's Room.

Services Directory update Adult Resource Directory should be online in a few weeks. Hard copies are at CoA and WPL.

Old business none

Trustees' concerns since last meeting Trustees would like to invite John Moynihan to give an update on drainage issues.

Referenced documents:

1. Minutes of 9/15/10
2. Circulation statistics
3. Budget
4. Statement of Values (collection insurance)
5. Summary Reports as of 2010_10_13

Next Meetings:

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

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

Adjournment 10:15 a.m.

Respectfully submitted by Lynne Lipcon.