

**Wayland Public Library Trustees Meeting
December 15, 2010 at 8:30 a.m.
Raytheon Room, Wayland Public Library**

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

Call to order: 8:42 a.m.

Public Comment: None.

Minutes of 11/17/10 were accepted.

Statistics: Circulation is down. Looking into circulation trends at surrounding libraries. Hope to see increase with launch of Wayland Reads. Budget is on track.

Update on insurance for collection: WPL insurance on collection will be increased to \$1 M—town policy will pick up remainder (collection valued at \$2M less 30%discount). Question: are riders needed for antiques, portraits and Cutting photo collection? Will follow up on this.

COA Building Program: Jeff Hoover (Tappe) wants to know if WPL could reduce its Building Program. If so and if COA could reduce its program, the two might possibly cohabit a space.

Wayland Reads: Soft kick off went well on Dec. 5th. Exhibit and reception in Town Building will be Jan. 21. Majority of events will take place in late February and throughout March. Event calendar will be emailed to Trustees. Thanks to Sue Wagner for nice article in Town Crier.

Services Directory update: Directory is complete. Ann is being trained in application that will allow updating of on line information by WPL volunteers. Expected to go live on main WPL web site soon. Directory will be highlighted at Great Presenters program about senior services in Wayland (1/11).

Fundraising/Stewardship Millennium Fund: Anne H. has been reviewing Millennium donor database. Majority of additions to fund come through memorial gifts. Donors last received stewardship letters 10/09. At next meeting, Thaddeus will present ideas for broadening support base and increasing funds.

Old business: Selectmen continue to explore Wayland/Sudbury regionalization opportunities for all departments. Steve Correia indicated that WPL will be invited if there are issues specific to library. He expressed interest in knowing our thoughts about possible locations for a future library. Aida and Steve talked about 375th celebration and ways in which we might be involved.

New Business: A letter was received from the son of a past Wayland resident. His mother's obituary contained a charming reference to our library. The son will be asked for permission to share the story.

Trustees' concerns since last meeting: none

Adjournment: 10:40 a.m.

Referenced documents:

1. Minutes of 11/17/10
2. Circulation statistics
3. Budget
4. GMI Project Meeting Report for COA

Next Meeting:

Wednesday, Jan. 19, 2011 8:30 a.m. Raytheon Room, WPL

Respectfully submitted by Lynne Lipcon