

Wayland Public Library Trustees Meeting
Feb 16, 2011 at 8:30 a.m.
WPL Raytheon Room

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

Call to order: 8:35 a.m.

Public Comment: none

Approved minutes of 1/26/11

Review statistics Circulation statistics are down. Successful weekend programs can have a negative effect on circulation because lack of parking deters others from coming in—particularly families. “Wayland Reads” may positively impact numbers. A thorough review of stats is planned for April meeting when we will have quarterly figures and comparatives with other libraries.

Future Meeting dates Please note the March meeting has been changed to 3/23.

Town Municipal Area Network (MAN) Town is creating a MAN to connect all buildings in town to each other and out to the Internet. Concurrently, MLN is changing its network structure. We will most likely be migrating to town provided internet service by June 30th.

Update on “Wayland Reads” Latest version of Program of Events was distributed. Among many others, we have two strong youth programs and two programs located at the high school. The two Feb. programs were well publicized and went well. Approximately 75 attended the History of Floods in Wayland program.

Insurance on library contents The library is covered on an individual policy to \$1m. If damages were to exceed that, the town’s umbrella policy would kick in. A rider for the clocks (valued at approx. \$10k) should be considered. Portraits were evaluated and found to have limited monetary value. We have a number of Wayland historic records of no monetary value, but of historic interest and irreplaceable. Nan will contact Northeast Conservation to assess process and cost of preservation.

2011 Library Repairs Moynihan reported that upstairs work (ceiling plastering, painting, carpeting) will take 14 workdays. Trustees will look into historically correct possibilities for painting. Carpeting will be ordered well in advance. This capital funded project will be scheduled for August. The downstairs will remain open during this project.

John reported that the current library could never be moved to a new site. Brick and tile would crack and crumble. John also reported that he has a reservation for 2 pumps for March 7 through April 30 in the event of unusual rainfall.

Ann raised concern about the hazard of ice on roof above staff entrance. John will try to address.

Main floor space needs Staff with help of Tom Gilchrist, who is one of our part-time reference librarians and a consultant in library space/usage, are planning to reconfigure the rotunda area to become more inviting as a reading room. Some additional shelving and furniture will need to be purchased.

Old Business: The downstairs display case is in need of a coordinator.

Trustees’ concerns since last meeting 1. Trustees asked that staff also look at how best to use staged

area of Children's Room and come to a future Trustees meeting to discuss. Is there a way to increase display space for school art work? 2. Would like to draw attention to suggestion box as a way of increasing public comment. Decided to post a "question of the month" to elicit responses. Answers will be reviewed at each month's meeting.

Adjournment 10:54 a.m.

Referenced documents:

1. Minutes of 1/26/11
2. Circulation statistics
3. Budget
4. Wayland Reads Program
5. Jan., 20, 2011 Letter from Andrew Medlar re. April Mazza's appointment to Robert F. Silbert Informational Book Award Committee.

Next Meetings:

Wednesday, March 23, 2011	8:30 a.m. Raytheon Room, WPL
Wednesday, April 20, 2011	8:30 a.m. Raytheon Room, WPL
Wednesday, May 18, 2011	8:30 a.m. Raytheon Room, WPL
Wednesday, June 15, 2011	8:30 a.m. Raytheon Room, WPL

Respectfully submitted by Lynne Lipcon