

**Board of Library Trustees**  
Wednesday, April 18, 2012 8:30 a.m.  
Wayland Public Library

**Present:** Library Director, A. Knight; Trustees: A. Gennis (chair), N. Jahnke, S. Cartwright, A.Heller, and L. Lipcon. Guest: L. von Goeler

**Call to Order:** 8:40 a.m.

**Public Comment** -none

**Approved minutes** of March 21, 2012 with two abstentions.

**Discussion of lighting and furniture** with Liz von Goeler. Lighting bid sheet will be given to Moynihan for OK to proceed with getting 3 vendor quotes. Trustees reviewed von Goeler's furniture and fabric suggestions, narrowing the selection. von Goeler will refine proposal and return to us.

**Update on joint COA-Library feasibility study review** There is no news. We have assurance from Turkington that WPL representative/s will have the chance to meet with architect.

**Long Range Planning Report** First community focus group will be next week. Cartwright and Gennis will attend the opening of that meeting. Consultant Vandermark will be giving feedback to trustees. A draft of Planning Survey was distributed and discussed. The survey will be available on line and in hard copy with wide distribution throughout town.

**Staff in-service day for Long Range Planning** The Library will be closed May 21 from 9:00 a.m. to 6:00 p.m. and open from 6:00 p.m. to 9:00 p.m. to accommodate a day long in-service training for all staff. State aid funds will cover the cost of lunch.

**Financial/Statistical Reports** Budget is on target. Will see an increase in Draper Fund line as check has been received. Circulation statistics are holding steady over past 3 months. There is growth in the circulation of electronic materials. People counter numbers are up over the last half of last year.

**Trustees' reports and concerns** Lipcon raised the question of securing the right program for the Gossels Program. It was determined that our original thought of Theatre Espresso might be better suited to a program celebrating Wayland's 375<sup>th</sup> in 2013-2014. Lipcon will put forth other ideas for this year.

**Topics not reasonably anticipated by the chair 48 hours in advance of the meeting, if any** None

**Old business**—**Millennium Fund Stewardship** Thompson and Knight met with Mark Lanza. WPL would need a separate organization to collect funds since the Millennium Fund is not a separate 501-c3. Discussion of how best to augment the fund while staying within guidelines was discussed and will be revisited.

**Meeting adjourned:** 11:29 a.m.

Respectfully submitted by Lynne Lipcon

**Referenced Documents:**

1. Agenda of Meeting, 4/18/12
2. Minutes of Meetings, 3/21/12
3. Circulation Statistics
4. Summary of Reports
5. Lighting Bid Sheet
6. Scope of Work Document for Lighting
7. Draft of Planning Survey

**Next Meetings:**

May 16 at 8:30 a.m. in Raytheon Room, WPL

June 20 at 8:30 a.m. in Raytheon Room, WPL

July 18 at 8:30 a.m. in Raytheon Room, WPL

Aug. 15 at 8:30 a.m. in Raytheon Room, WPL