

**Meeting of the Board of Trustees
Conant Public Library
September 14, 2015**

Open Meeting:

Call to Order at 7:02

Roll Call:

Present: Dwyer, Emsley Mahar, Tatten, Campbell
Absent: Carlin, Cullinane

Recognize Other Attendees:

Richard Maki

Public Session:

There were no speakers in Public Session.

Review / Approve Meeting Minutes of August 10, 2015:

Minutes were approved, as written.

Reports:

Circulation: Two months circulation, through August, was up 7 % compared to equivalent period in FY15. Electronic Materials and Audio Visual were particularly strong. Program attendance was likewise up considerably.

Finances: No significant issues. Cumulative expenditures include major start-of-year expenditures for book rentals, children's books order, and annual systems charge.

Facilities: Replacement windows are going out to bid. A problem of valve-clogging sludge accumulation has been identified in the HVAC system. With the current setup, the system must be set either for heat or cooling.

Services: Assistant Director Alex Grebinar visited Chocksett School to meet with the new principal and the teachers, to explain the ways the library can be of service to the students and the schools. Angela Cote has begun her work as the Youth Services Librarian and Heidi Flynn has been hired as Library Associate.

Children's: Numerous programs being planned.

Old Business:**Review and Approve Director's 2015 Performance versus Goals**

The Board reviewed performance in relation to FY2015 Goals and voted:

The Director has met and in many cases exceeded her Goals for Fiscal Year 2015.

New Business:**2016 Directors Goals**

The Director provided the Board with 2016 Goals, taken from the most recent Strategic Plan. The Trustees should review these Goals as the basis for the Director's personal FY2016 Goals.

Wages and Salaries Internal Equity Issues

The Director reviewed recent discussions with the Personnel Board regarding the pay grade of one of the Library employees.

Space Planning Proposal

The Board voted that no more than \$3,000 be allocated from the Allen Fund for the initial stages of space planning.

Worcester Community Foundation

Dwyer will work with Director Campbell to review initial materials received from The Worcester Community Foundation.

Next Posted Meeting Date

Because of conflict with the October Special Town Meeting on Monday, October 19, the Board voted to hold its next meeting on Tuesday, October 20, 2015, at 7:30 PM

Adjournment:

8:30 PM

Respectfully Submitted,

John Dwyer, Secretary