

**Meeting of the Board of Trustees
Conant Public Library
June 8, 2015**

Open Meeting:

Call to Order at 7:00

Roll Call:

Carlin, Cullinane, Dwyer, Emsley, Mahar, Tatten, Campbell

Recognize Other Attendees:

None present

Public Session:

There were no speakers in Public Session.

Review / Approve Meeting Minutes of March 9, 2015:

Minutes were approved, with corrections.

Reports:

Circulation: Overall, circulation is similar to last year, no major concerns. Overdrive usage has been increasing.

Finances: No significant issues. Expect to transfer some budgeted funds from payroll to operating expense, and Director will pursue this with the town accountant.

Facilities: The HVAC delivery systems are continuing to have problems, due to their age. The Facilities Manager supports replacing them as they fail.

The roof on the main building will require some slate work, \$2400 as rough estimate.

Services: Evergreen search feature continues to show errors. Staff member will represent Conant Library to raise our concerns.

Childrens: Active month in programs. New music programs offered.

Old Business:

None

New Business:

Fax Policy

OK for us to charge fee

Provide confirmation of receipt upon request

Need release of Library liability

Draft policy should be revised for presentation to Trustees.

State of the Library Report

Unforeseen Issues / Other Business

Should Trustees set up goals for themselves?

Should Trustees be checking out other libraries for ideas?

Should Trustees use town email accounts, to answer public information requirements?

Next Posted Meeting Date:

May 13, 2015, 7:00 PM

Adjournment:

8:27 PM

Respectfully Submitted

John Dwyer, Secretary