

Meeting of the Board of Trustees
Conant Public Library
December 8, 2014
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Open Meeting:

Call to order at 7:10 pm.

Roll Call:

Carlin, Mahar, Brennan, Dwyer and Campbell were present.

Recognize Other Attendees:

Richard Maki

Public Session:

There was no public session.

Review/Approve Meeting Minutes of November 10, 2014:

The minutes of November 10, 2014 were approved. The review and approval of the minutes of October 20, 2014 was tabled for the next meeting.

Reports:

Circulation: The circulation report now includes ILL (Interlibrary Loans) sent. Campbell believes that the database usage figures are higher than reported. The report mistakenly included the people count for the month of November and not Year to Date as indicated.

Finance: The warrant article was approved at the special town meeting. The Allen Fund received an additional deposit in the amount of \$7,000.

Facilities: The heating system is not regulating the temperatures on the second floor of the Library. The Facilities Manager is not available and Campbell will see if someone else can help fix the problem.

Services: Youth services includes a budget for the upcoming year. Danielle Mattei has grant applications for various music and art programs and will apply to one program.

Old Business:

Complete director's evaluation: The Trustees reviewed the Library Director's goals and accomplishments for fiscal year 2014. A motion that the Board of Trustees are in agreement that the Director has met and exceeded the goals for fiscal year 2014 passed.

New Business:

Approve Director's FY 15 goals: A motion for the Director to implement the goals for fiscal year 2015 from the Long Range Plan passed.

Review and approve update to Library Policies incorporating changes in CW MARS circulation rules, state laws and changes in past and current library formats: Campbell will send the Trustees the Library Policies electronically and it will be discussed at the next meeting.

Unforeseen Issues:

Campbell distributed information to the Trustees regarding library foundations.

Campbell noted that not all libraries complete a five year plan. However, because the Library completed a five year plan, it is now eligible for certain grants.

The senior center committee contacted Campbell to discuss community needs and she shared details from the long range plan regarding space and program needs.

Next Posted Meeting Date:

January 12, 2015 at 7 p.m.

Adjournment:

8:33 p.m.