

Meeting of the Board of Trustees
Conant Public Library
January 13, 2014

Meeting called to order at 7:00 p.m.

Present:

Campbell, Corvelo, Dwyer, Brennan, Carlin, Vermeulen, Johnson

Public Forum:

Richard Maki was present.

Approval of minutes: The December 9, 2013 minutes were approved.

Consent Agenda

Director's Report: Campbell presents the Director's Report. This report is available at the Library.

Circulation: Library usage is down slightly across the state and country. Campbell believes it may be due to a lack of e-book delivery. She thinks it is a state-wide discussion and will discuss the issue with the Board of Library Commissioners.

Financial: Campbell noted no concerns at this time.

Facility: The facilities manager will include the chimney liner in the facilities plan. The main floor countertops are being re-done. The damaged ceiling tiles referenced in the Director's Report are due to the pipes sweating which causes water to drip on the tiles. Campbell will see if insulation can be taped to the pipes to prevent the sweating.

Services: Campbell will explore staff training for reader's advisory and helping patrons locate materials.

Old Business:

FY 2015 Budget: Campbell believes that only a half a year of donations is shown under the Special Fund 2: Donations, Revenue line item for the FY 2015 Projected budget amount, and this amount needs to be doubled to reflect the entire year. A motion to approve the FY 2015 Budget, with the Donations Revenue line item amount doubled and the comment section of the Summary Sheet to be moved to the right side of the page under the Increases column, passed unanimously.

FY 2015 Capital Requests: A liner for the chimney, new flooring in the entry area, and new carpeting for the first floor main area are to be included in the FY 2015 Capital Requests. The carpet will be replaced in the entryway this fiscal year.

New Business:

Campbell will add to the next meeting's agenda the topic of a new Trustee to replace Johnson who has decided not to run for the position again.

Campbell is starting work on the five year plan and will begin working on a yearly calendar for the Trustees.

Adjournment: 8:14 p.m.