

**Meeting of the Board of Trustees
Conant Public Library
Minutes of January 11, 2016**

Open Meeting:

Call to Order at 7:00

Roll Call:

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

Recognize Other Attendees:

Sara Petullo, candidate for trustee

Public Session:

Ms Petullo expressed her interest in running for Trustee in the upcoming town election.

Review / Approve Meeting Minutes of December 14, 2015:

Minutes were approved, as amended.

Reports:

Circulation: Circulation through December is up 2% versus same six-month period in FY15. Most of the increase comes from Audio Visual and E-Materials, as other categories – Magazines, Young Adult, and Passes are down considerably. Program attendance is up 73% but overall visits are down 9%.

Finances: No significant issues in cumulative and expected spending versus budget. The FY17 Budget has been submitted, and the Facilities Manager will be adding details to complete the Library Submission for the FY17 Capital Budget.

Facilities: HVAC issues continue. The Library is revisiting cleaning options with the Facilities Manager and the Town Administrator. Snow plowing and winter sanding issues have to be coordinated with the Sterling DPW.

Services: Programs remain very active. Staff members have participated in a number of training opportunities. Magazine offerings are being reviewed for the next subscription

cycle to reflect changing demand. Sterling Cultural Council has provided a grant for Gravestone Girls, to be performed at the Chocksett Theater.

Children's: Continued high level of energy and participation. Staff member Angela Cote performed the traditional Night Before Christmas at the town holiday celebration.

Old Business:

Internal Equity Issue

No definitive progress with Personnel Committee. The Director will continue to advocate the cause of the affected employee.

New Business:

CWMARS Resource Sharing Issue

Current system seems to penalize smaller libraries that purchase popular DVDs, because larger libraries do not purchase at a level proportionate to their own circulation. Once the DVD leaves the smaller library, it can become trapped within the circulation of a larger library.

The Director will send a letter to CWMARS expressing the concerns of this Library and coordinate a response with other libraries in the system. The Director may also investigate how other systems in the state approach this issue.

Next Posted Meeting Date

Next posted meeting will be Monday, February 17, at 7:00 PM.

Adjournment:

8:45 PM

Respectfully Submitted

John Dwyer, Secretary