

**Meeting of the Board of Trustees
Conant Public Library
Minutes of January 14, 2019**

Open Meeting: Call
to order: 7:00 pm

Roll Call:
Present: Carlin, Glavin, Mahar, Petullo, Scannell, Thomas Absent:
None

Public Session: None

Review/Approve October 15, 2018 Meeting Minutes: Motion
to accept: Glavin. Second: Carlin.

Review/Approve December 10, 2018 Meeting Minutes:
Motion to accept: Glavin. Second: Thomas.

Review/Approve December 17, 2018 Meeting Minutes:
Motion to accept: Petullo. Second: Glavin.

Director's Report: Circulation:

- December visits up due to popular holiday programming
- Use of E-Materials continues to rise Finance:

- Staff tracking electricity costs of newly installed HVAC system as the temperatures drop
- Overall costs more than offset by savings of oil costs Facilities Report:

- Members of the Board met with facilities manager and contractor and gave approval to construct the protective ice shield for the exterior HVAC units
- Contractor has ordered materials and estimates this custom structure not to exceed \$11,000
- This project will be funded by library supplementary funds Services:

- In December the library held 15 adult programs with 165 attendees and 15 children's programs with 119 attendees
- Year-to-date total of 157 programs with an attendance of 2,435

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Other:

- Friends of the Library voted to fund additional \$2,000 for purchase of Overdrive Advantage downloadable books and audio books for the exclusive use of Sterling patrons when these items are in high demand
- Friends of the Library will also fund most of the museum passes available for the coming year, an Art and Writing Slam for middle school youth, and the cost of the Summer Reading Program
- The Friends have also funded the purchase of juvenile Vox Books which are a great resource for emerging readers and children with learning disabilities

Director's Goals:

- Director Campbell presented the board with an update of her FY 2019 goals touching upon HVAC, Renovation Plan, Building Enhancements, Programs, Staff and Services, and a preview of Target Goals for FY 2020
- Director Campbell and Trustees reviewed Goals 1-4 for the Long Term Plan encompassing 2015-2020

Adjournment: 7:55 pm

Motion to accept: Carlin. Second: Thomas.

Next Posted Meeting Date: February 11, 2019

Sara Petullo, Secretary