

**Meeting of the Board of Trustees  
Conant Public Library  
Minutes of June 13, 2016**

**Open Meeting:**

Call to Order at 6:56

**Roll Call:**

Present:, Carlin, Emsley, Mahar, Petullo,Tatten, Campbell,

Absent: Dwyer

**Recognize Other Attendees:**

None

**Public Session:**

There was no public session

**Review / Approve Meeting Minutes of May 23, 2016:**

Minutes were approved, as amended.

**Reports:**

**Circulation:**

- May circulation numbers constant, with hard copy books remaining popular as ever.

**Finances:**

- Numbers positive and on track.

**Facilities:**

- Though future LED update to lighting fixtures is as yet not scheduled, it is deemed prudent to replace some faulty light ballasts, to maintain adequate lighting for patrons.
- The library will likely purchase an approximate \$300 replacement dehumidifier, to prevent possible damage to books and materials on lower level.
- Recent approximate \$8,000 invoice for repair/change over of chiller needs further clarification. Campbell will discuss with Facilities Manager follow-up on work done. Concern with excessively high cost of materials and labor compared to previous invoices. Role of trustees in overseeing funds relative to the operation of the Library will also be reaffirmed.
- Renovation process reviewed. Role of Architect, Engineers, and Trustees in Capital Improvement Project and general timeline discussed. Likely to be done one floor at a time, to minimize impact on patron and building usage.

**Services:**

- Numerous programs offered by Library well attended.
- Friends contributed \$1,000 for Sterling patron use of audiobooks, using Overdrive Advantage app.
- A user-friendly loaner telescope (developed by an Astronomy club with assistance from NASA) is on order and will soon be available to Library patrons.
- Problems with member Libraries not maintaining audiovisual collections. Sterling actively involved in CDIG committee to develop documents as guides for other library members.
- Campbell attended MA Library Association Conference to network with other library personnel and explore current library trends and developments.
- Library will be coordinating a book discussion of “The Boys In the Boat” with the Senior Center as part of the “One Book-One Town” program. Fred Borchelt former competitive rower and Olympic silver medalist will bring his medals and share his experiences.

**Children’s:**

- Even though Angela Cote remains on maternity leave, her exemplary program preparation prior to the leave, and the stellar efforts of Alex Grebinar and Heidi Flynn in carrying out those programs, in addition to their regular work has provided many successful Youth services offerings. Participation by the public has been excellent.
- Summer reading program has begun.
- Friends of the Library are encouraging middle school writers by sponsoring 2<sup>nd</sup> annual writing slam, offering Barnes&Noble gift certificates to participants.

**Old Business:**

- Email accounts for trustees is still being explored.
- Trustees unanimously passed motion: To request that the Town Administrator consult with Town Council as to the extent to which we are protected as trustees under the town’s liability insurance.

**New Business:**

- Posting and Display policy reviewed. Concerns with appropriate graphic content in displays disturbing to patrons discussed.
- Lack of display and exhibit space, suggest removing Display/Exhibit option to public.

**Next Posted Meeting Date**

- Monday, July 11, 2016 at 7:00 PM.

**Adjournment:**

8:30 PM

Respectfully Submitted  
Albert Carlin, Library Trustee