

**Meeting of the Board of Trustees
Conant Public Library
Minutes of May 23, 2016**

Open Meeting:

Call to Order at 7:03

Roll Call:

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

Recognize Other Attendees:

There were no other attendees

Public Session:

There was no public session.

Review / Approve Meeting Minutes of April 13, 2016:

Minutes were approved, as amended

Reconfiguration of Board:

The Board reconfigured, subsequent to the May elections. Mahar was elected as Chair, Dwyer was elected as Secretary.

Reports:

Circulation: Circulation through April was up 1% versus same ten-month period in FY15, but individual components of circulation were up and down. Young Adult and Magazines were down considerably, while Audio-Visual and E-Materials were up considerably. Adult Fiction and Nonfiction was up slightly over the previous year.

Real high spots were increases in Lynda and Ancestry.Com. The increase in Ancestry.Com likely arose from the popularity of the TV show "Who Do You Think You Are?" Program attendance is up 166% despite overall visits down 4%.

Finances: No significant to-date or prospective issues of spending versus FY16 budget. The Library and other town departments are experiencing control and timing issues with credit payments, resulting in late payments.

Facilities: The Space Planner has received feedback from the Board and Staff regarding her initial designs and is on hold until the HVAC system is in place. The Sterling Building Inspector has reviewed and agreed that the proposed basement level meeting room will be acceptable with the one exit / egress.

The chiller is working and HVAC has switched over to AC.

Services: There are five recurring Adult Programs. One Book / One Town selection is The Boys in the Boat, nonfiction about the 1936 Olympic U.S. rowing team.

Children's: Continued high level of energy and participation.

Other:

Eagle Scout candidate Colin Smith has completed his landscaping project in the area in front of the Library. The Director will send Mr. Smith a letter, on behalf of the Board, thanking him for his work.

Lisa Perry left the staff at the end of April. Julia Kelley has been hired as Library Associate I.

Old Business

Acceptable Behavior Policy

The Board approved the proposed policy, and the Director has forwarded this policy to the town administrator for town counsel review.

Next Posted Meeting Date

Next posted meeting will be Monday, June 13, at 7:00 PM.

Adjournment:

8:10 PM

Respectfully Submitted
John Dwyer, Secretary