

**Meeting of the Board of Trustees
Conant Public Library
October 20, 2015**

Open Meeting:

Call to Order at 7:35

Roll Call:

Present: Carlin, Cullinane, Dwyer, Emsley Mahar, Tatten, Campbell
Absent: None

Recognize Other Attendees:

Richard Maki

Public Session:

Addressing the art display agenda item, Mr. Maki expressed support for more events of a cultural nature in the town.

Review / Approve Meeting Minutes of September 14, 2015:

Minutes were approved, as written.

Reports:

Circulation: Three months circulation, through September, was up 6 % compared to equivalent period in FY15. Electronic Materials and Audio Visual were particularly strong. Program attendance was likewise up considerably. Passes are down, may want to review destinations. Despite circulation up, overall visits are down versus FY15.

Finances: No significant issues. Cumulative expenditures include major start-of-year expenditures for book rentals, children's books order, and annual systems charge. State aid will be down in FY16 versus FY15.

Facilities: There are issues with the chiller, probably with the controller. Replacement parts do not appear to be available. If the chiller must be replaced, it could be an \$80,000 item.

Services: Sterling appears to reflect national trends with less physical attendance, overall, but more use of online resources. Trustee Tatten is leading a novel writing class. No further progress with Personnel Committee on staff compensation internal equity issue.

Children's Services: Much energy put into new and improved programs has resulted in increased participation. Changes include more takeaways, more interaction, and shorter program cycle.

Old Business:

Review and Approve Director's 2016 Directors Goals

The Board reviewed and generally approved the Director's Goals as written but suggested additional goals related to staff development, work flow optimization, and facilities cleaning. Revised goals will be reviewed at November meeting.

New Business:

Community Foundation of North Central Massachusetts Matching Grant Program

The Board authorized the Director to talk with the Town Treasurer, Town Accountant, and Town Administrator about any issues related to the proposed transfer of about \$10,000 to this program. The Board also asked the Director to confirm Trustee legal and insurance protections.

Eagle Scout Project

Discussed. Director will review project plans.

Request from Patron for Library to Host Photo Art Space Planning Proposal

The trustees discussed the limits of available space and protection for art in the library. The Director was asked to review policies of other libraries on displays in the library. Suggestion was made that a policy should be created if the library were to make art displays a part of library programming.

Next Posted Meeting Date

Next posted meeting will be Monday, November 9, at 7:00 PM.

Adjournment:

9:35 PM

Respectfully Submitted

John Dwyer, Secretary