

Meeting of the Board of Trustees  
Conant Public Library  
July 14, 2014

Meeting called to order at 7:06 p.m.

**Present:**

Vermeulen, Dwyer, Carlin, Corvelo, Mahar, Campbell

**Public Forum:** Dick Maki present. No comments made.

**Approval of minutes:** June 9, 2014 minutes approved.

**Standing Item:**

Director's Report: Campbell presents the Director's Report. This report is available at the Library.

1. **Circulation:** Observation made... "foot traffic up but circulation down". Campbell sees this as an affirmation that the library serves as a gathering place for people.
2. **Financial:** Observation made to the effect that accounts have "pretty much evened out".
3. **Facility:**
  - Septic pump replaced.
  - Compressor repaired in cooling system.
  - Select window replacement will be primary project in near term. Aluminum window trim color matching will be an issue; Campbell will pursue cost to match
4. **Services:**
  - Campbell pleased with new staff hires; reports they are "working out well".
  - Library will no longer be giving out "cheap plastic toys" as reward for the children's summer reading program. Books will be given as prizes.

**New Business:**

**FY 2014-2019 Library Strategic Plan Steering Committee Report**

(This report is available at the Library.)

Steering Committee members present: Blehar, Cormier, Fox, Gauld, Goss, Grebinar, Jones, Tatten, Tunney.

Consultant: Coonahan, led presentation.

After a brief introduction to the approach of the Steering Committee (see report for details of **Focus groups, Town-wide Survey, and Site visits**), Ms. Coonahan solicited input from the trustees as to the recommendations the committee made (see report for **Summary of Recommendations**).

The following questions, posed by the Library Trustees, were addressed by various members of the Committee: (a brief synopsis of comments made follows each question):

**1. What Libraries stood out in the site visits?**

- Princeton— Programs for Juniors; Youth Advisory Board.
- Ayer— Demographics and layout similar to Conant Library; “Dynamic” programs’ structure, many “vibrant” programs for all age groups; Lg. Meeting room.
- Worcester— Use of Social Media; A “go-to place”; Art display; Many computers; Café.
- Thayer— Focused on finding new programs; “Total integration with community”.
- Westminster—Large space; Many programs offered but not as well attended as desired.
- West Boylston— Music program; Quarterly newsletter; Teen book club.
- Martha’s Vineyard— Large number of programs and speaker presentations; Very active young adult program.

**2. What do you see as being the Charter of the Conant Library?**

- As a place for “life-long-learners”, as a place for educational improvement; free-to-all.
- As a “gathering place”.
- As a meeting space for programs, use of display cases, community bulletin board, emphasis on local history.

**3. How do the programs of libraries visited compare to Conant Library programs?**

- More children’s programs in some libraries.
- Community room used in one library everyday.
- Many speaker programs
- Music program in one library.
- More promotion—Monthly calendar.

**4. Why might Sterling patrons go to other libraries?**

- Larger collections.
- Place for kids to hang out.
- Physical space may be an issue, not allowing programs offered by other libraries.

**5. What were the priorities of the Committee?**

- Increased engagement of library patrons through patron input, more speaker and program offerings, better promotion of library programs, increased meeting space for programs.
- Development of committees to assist in program development and implementation.

**6. Any concern relative to Technologies?**

- “Not a huge concern”.

- Greater use of Social Media.

Coonahan concluded presentation/discussion with emphasis on need for an “on-going” process of setting goals to effect change. Feedback requested from the trustees/Library, perhaps as an annual report.

Adjournment: 8:45 p.m.

Respectively submitted: A. Carlin