

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

Meeting called to order at 7:03 p.m.

Present:

Corvelo, Dwyer, Brennan, Johnson, Campbell

Public Forum:

Marion Mahar was present.

Approval of minutes: The March 10, 2014 minutes were approved.

Consent Agenda

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

Circulation: The contract with Evergreen is now an annual contract and the required notice time to end the contract has been reduced to three months.

Financial: The line item for heating oil is over budget and Campbell will see if a reserve fund transfer is needed.

Facility: If inmates from the Worcester County Corrections paint staff offices and bathrooms, the work will be completed when the Library is closed.

Services: Campbell brought in samples of the new cardholders for children and the new library cards and bookmarks. Danielle Mattei would like to give winners of the summer reading program hardcover books with nameplates.

Review and discuss proposed classification/compensation plan and proposed Personnel By-Law changes and Employee Handbook: Campbell reviewed proposed changes and will provide to the Trustees a list of concerns as they pertain to the Library.

Review director's goals: The purchase of a bookcase will be deferred.

Review Library Trustees' Calendar:

- **Five-Year Strategic Plan status report:** Three to four focus groups are being formed that will complete a survey on how the Library can best serve the needs of the community. A Steering Committee will review the data from the survey to create the Five-Year Plan. The survey will include questions regarding the Charles Allen Fund and the Trustees agreed to have Brennan research investment options for the fund.
- **Discuss town meeting and elections:** No discussion.

Executive Session – contract discussion: The Trustees moved into executive session.

Adjournment: 8:30 p.m.