

Meeting of the Board of Trustees
Conant Public Library
March 10, 2014

Meeting called to order at 7:14 p.m.

Present:

Corvelo, Dwyer, Brennan, Carlin, Vermeulen
Mattei joined the meeting at 7:30 pm.

Public Forum:

Marion Mahar was present.

Approval of minutes: The January 13, 2014 minutes were approved.

Consent Agenda

Director's Report: Campbell was not present. This report is available at the Library.

Circulation: Because Campbell was not present, questions about why the circulation numbers are down were tabled until the next Trustee meeting.

Financial: Dwyer advised that he attended with Campbell the budget meeting with the Finance Committee on March 1. The Finance Committee offered to write a letter regarding the terms of the contract revision with CW MARS, but it is no longer necessary, because the changes to the contract requested by the Library have been made.

Facility: Trustees agreed that inmates from Worcester County Corrections could paint areas in the Library, assuming it is done when the Library is closed and that the inmates will be under constant supervision on each level of the Library.

Trustees asked for confirmation that placing the replacement of the chimney liner on hold will not affect the current operation of the Library. Mattei will confirm with Campbell.

Services: Vermeulen will discuss with Campbell the possible Girl Scout sleepover at the Library.

Old Business:

Discuss Town Governance Warrant: The Trustees reaffirmed the Library's amendments made to Town Article 26 of the 2013 Town meeting. These amendments were originally agreed to at the May 6, 2013 Trustee meeting.

New Business:

Discuss draft job descriptions and pay grade changes: A motion to approve the job descriptions as written except for the position of Library Director passed.

Review Director's Goals: Because Campbell was not present, tabled until the next meeting.

Review Library Trustees' Calendar of Events: Vermeulen asked that the Calendar of Events be an agenda item to be reviewed monthly for any changes.

Executive Session – contract discussion: Trustees did not go into Executive Session. They asked that current town counsel reaffirm that the contract is binding and in compliance with town by-laws.

Other Business:

2013 Annual Report: Vermeulen asked that the Trustees review the draft of the Library section of the 2013 Annual Report. The Trustees requested that the section beginning with the Lynda.com paragraph up to the paragraph regarding the Friends of the Library be rewritten with more focus on numbers and facts. They also requested that the Friends of the Library section have its own heading and not be included under Services.

Adjournment: 8:22 p.m.