

Meeting of the Board of Trustees
Conant Public Library
November 18, 2013

Meeting called to order at 7:05 p.m.

Present:

Campbell, Johnson, Dwyer, Brennan, Carlin, Vermeulen

Public Forum:

Richard Maki was present.

Approval of minutes: The October 21, 2013 minutes were approved as amended.

Consent Agenda

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

Circulation: We need to wait for January to compare year-to-year circulation figures with the same CW MARS system.

Financial: Total expenses are shown as being 39% incurred, because there are a number of annual upfront costs, including CW MARS. Campbell will follow up with the contractor regarding the status of the installation of the awnings.

Facility: No discussion.

Services: Regarding the Children's Report, Campbell said that 9-10 registrants per event is normal, but can go up to 20 registrants. Campbell discussed the need of the Library to be closed Saturday, November 9, 2013 while CW MARS did a software upgrade. Because the system crashed the last time the software was upgraded, Campbell wanted to ensure the system was working before opening the Library to the public. While the Library was closed, Campbell held a staff meeting and the staff was also able to catch up on other work.

Old Business:

CW MARS Member Agreement: Campbell said that a number of suggestions made by the Trustees have been incorporated. Several issues remain and Campbell is working with town council and CW MARS to incorporate changes to the contract language that is satisfactory to all parties.

Town Government Study: The Town Government Study Committee would like their recommendations put to vote at town meeting. Campbell said that the Selectmen will be discussing the language being put to vote at an upcoming meeting and that the Trustees may want to attend as it pertains to the Library.

New Business:

Director's Goals: Reviewed Draft Library Director Goals FY2014 and revisions were suggested. Campbell will amend the draft and present a revised draft for approval at the next Trustee meeting.

Adjournment: 7:50 p.m.