

Board of Library Trustees
Minutes 08/21/2013

Present: Jeanne Ivas (Chair), Kathryn Mudgett, Sarah Summers, Mike Yee, Victor Posada, Becky Freer (Director), Judy McConarty

Call to Order: Meeting was called to order by Jeanne at 7:05 pm.

Minutes: Minutes from the June meeting were approved as written.

Reports:

Director: Becky reported that Friends Chair, Penny Wilson, ended her term in June and Karen Leary stepped up to become the new Chair. Duane Haskell remains Chair of Fred-the-Shed. Numbers of patron registrations, unique visitors to the library website and walk-in visitors in June were up from last year. The library received a donation of a screen reader for the visually impaired. The library purchased children's multi-sensory toys and zoom software with a donation from the Commission on Disabilities. In July, program attendance was higher than it has been in 4 years and circulation reached 13,000. Patrons continue to comment on the lack of parking. This issue needs to be addressed to ensure safety and accessibility.

Financial: Judy reported that the final FY13 expense balance was \$20.88. The library turned back \$3,359.98 in payroll. Jeanne suggested adding a copier line to future budgets to cover maintenance costs. The board discussed establishing revolving accounts for fine and copier funds. Becky explained that Town Manager, Jim Boudreau, advised against doing this because any increase in revenue from revolving accounts would most likely result in an equal reduction in the library's operating budget, cancelling out any increase.

Friends: Jeanne reported that the Friends are planning a family fun night on Friday, October 18th, from 6-9 pm. This will be a fundraiser for furniture in the children's area. She encouraged Trustees to participate. Children's librarian, Nancy Perry, is helping with planning and coordination. The Friends will postpone a birthday celebration until the library's 40th birthday in 2 years.

Old Business:

Behavior Policy: The board reviewed revisions to the library behavior policy. Jeanne advised postponing any vote until Becky checked for conformity with Board of Health regulations.

Library Building Project/Selectmen's Meetings: Kathryn and Victor attended an August meeting of the Board of Selectmen. They reported that a committee is being formed to explore options for building a new town hall/library. This committee will include 5-7 members:

- Town Manager, Jim Boudreau
- 1 Norwell Public Library Trustee
- 1 member from the Permanent Building & Maintenance Committee
- 2-4 at-large members

Becky said it is important for the library to be represented at Board of Selectmen meetings and suggested that she and members of the Board of Trustees take turns attending meetings.

Fund Raising: Victor shared samples of fundraising literature that show what other communities are doing to raise funds for new building projects. The board agreed

that the Norwell Public Library Foundation needs to get key people involved in fundraising for a new library in Norwell.

New Business:

Friends Event: As mentioned in the Friends report, the Friends are planning a family fun night on Friday, October 18th, from 6-9 pm. This will be a fundraiser for furniture in the children's area. The Friends will postpone a birthday celebration until the library's 40th birthday in 2 years.

Sunday Hours: Becky said that the personnel plan needs to be revised to address compensation for staff working on Sundays before any more Sunday hours can be considered. She will check with Jim Boudreau and Barbara Childs about this.

Promotion: Victor suggested that the library needs more promotion and asked about sending more news/announcements and considering other means to promote library resources. Judy and Becky will continue with efforts in this area.

The next meeting will be on Wednesday, September 18, 2013

Meeting was adjourned at 8:50 pm. Recorded by Judy McConarty