

**Board of Library Trustees
Minutes 09/10/2014**

Present: Victor Posada (Co-Chair), Jeanne Ivas, Kathryn Mudgett, Chris Smith, Rebecca Freer (director), Judy McConarty

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

Changes to Agenda: Add comments about roadwork and possible resignation under new business.

Minutes: Minutes from the July meeting were accepted as written.

Reports:

Director:

- Joy Kowenhoven has been hired as the library shelver.
- All windows with broken seals have been replaced. Doors will be replaced when supplies are available.
- Volunteer, Joan Barbati, is doing a great job helping with the Books-To-Go program.
- In August, the library hosted *Scrabble Night*, an *Autumn in Vancouver* travel program and a Seed Saving Library *Harvest Swap* program.
- Unique users to the website increased by 3%, compared to the same month last year.
- The Summer Reading Program was once again a success, thanks to the efforts of Youth Services Librarian, Nancy Perry, and the entire library staff. Over 360 children participated in this year's science-themed program, *Fizz, Boom, Read*. The program culminated with a hula-hoop event on August 2. The finale was underwritten by the Friends.
- Technical Services Librarian, Emily Goodwin, did a great job cataloging and organizing the summer reading books this year, which resulted in a more user-friendly experience for all.

Financial Report: Deferred until the next meeting.

Library/Town Hall Study Committee:

- New members on the committee are Jamie Crystal-Lowry and Jill O'Loughlin.
- Representatives from the committee will speak and distribute surveys at an upcoming department head meeting.
- The committee has contracted with consultant, Cheryl Bryan, to write the building program for the library.

Old Business:

Customer Service Policy Review:

On hold pending review with library staff.

New Business:

Meeting Room Policy Review:

The board reviewed the meeting room policy. Becky will revise, based on input from board and present for approval at next meeting.

Harvard Design School Course Summary:

- Becky reported that the course, *The Planning and Design of Public Libraries*, which was held at the Harvard Graduate School of Design, was very informative. Architects and library directors spoke about current trends in library design and the provision of library services.
- The course included tours of several nearby public libraries, including the Cambridge Public Library and the East Boston, Faneuil and Mattapan branches of the Boston Public Library.

Long Range Plan:

- The first meeting of the long range planning committee was on August 28.
- The committee will choose 3 library service responses, which will be the primary focus areas for the strategic plan.

Road Work:

Becky reported that the library was inaccessible to patrons at times during the paving of South Street. Lack of communication and coordination between town departments was a problem. Jeanne suggested that Becky address this with Norwell's police chief.

Possible Resignation:

Adult Services Librarian, Elissa Derby, who has been on maternity leave, has told Becky that she will not be returning to work. Human Resources Manager, Barbara Childs, has asked Elissa to submit a formal letter of resignation.

Comments:

- Approximately 15 people have been attending Tai Chi classes on Tuesdays.
- In September, Suzanne Mahler will present a gardening program and Chris Daly will present a program on the Lincoln assassination. The library will also host a monthly Dinner & a Movie program and Book Discussion Groups.
- In November, Ken Gloss, from the Brattle Book Shop, will present a program on old books and offer book appraisals.

The next meeting will be at 7:00 pm on Wednesday, October 15, 2014

Meeting adjourned at 8:20 pm. Recorded by Judy McConarty