

Board of Library Trustees
Minutes 11/12/2014

Present: Victor Posada (co-chair), Sarah Summers (co-chair), Kathryn Mudgett, Chris Smith, Rebecca Freer (director), Judy McConarty

Call to Order: Meeting was called to order at 7:20 pm by Victor.

Minutes: Minutes from the October meeting were deferred.

Reports:

Director:

- The library celebrated library card sign-up day on October 4. Book character Geronimo Stilton was on hand to meet with children and pose for pictures. There were craft activities for children and children's librarian, Nancy Perry, read the first chapter from *Lost Treasure of the Emerald Eye*, the first Geronimo Stilton adventure.
- There was an increase in unique users to the website. Meeting room use was also up, in part because tutors now sign in when they use the meeting room.
- The Norwell Reads Committee met in October and is close to choosing a title.
- The Friends have met their fundraising goal of \$10,000 for children's furniture. Replacement furniture has been ordered and a ribbon cutting will be planned this fall.

Financial Report: Deferred until the next meeting.

Friends Report:

- The Friends Autumn Newsletter has been sent out. It is also available in the library and on the website.
- The Friends are accepting lottery ticket donations for the lottery tree raffle, which will begin on November 29.

Old Business:

Building Repairs:

Possible capital budget items include bathroom renovations, roof replacement and a new circulation desk.

Staff Hire:

Diane Rodriguez has been hired as the new Adult Services Librarian. She will be starting in November.

Plan Meeting with Cheryl Bryan for Library Building Program:

Consultant, Cheryl Bryan, will meet with library staff on Thursday, November 13, to present an overview of current library trends and gather input from staff for the library building program.

New Business:

FY16 Budget:

The board discussed the library's FY16 budget request and how the library can increase its budget to meet the Municipal Appropriation Requirement (MAR) set by the Massachusetts Board of Library Commissioners (MBLC). The library has not met the MAR since FY09 and has had to apply to the MBLC for a waiver each year. Becky suggested adding seasonal Sunday hours to the library's budget request. She also suggested requesting additional funding that would allow the library to be open every Saturday. Currently, the library is closed on some Saturdays in the summer. Becky is asking for some increases in operational expenses, including gas heat, r&m equipment, advertising and travel. This is based on prior year expenditures and anticipated needs. The FY16 budget request for payrolls is not yet ready but is not expected to change substantially from FY15. This is because cost of living and step increases will be somewhat offset by personnel turnover, resulting in new employees who are at lower pay steps. Board approval of the library's budget request is pending further review at the next meeting on December 2.

Additions to Agenda:

Museum Passes:

Becky said that some museum passes can now be printed out at home if libraries choose to make this option available to their patrons. The board was in favor of offering this option to patrons.

The next meeting will be at 12:30 pm on Tuesday, December 2, 2014.

Meeting adjourned at 8:25 pm. Recorded by Judy McConarty