

## Trustees Minutes

January 8, 2013

A regular meeting of the Trustees of the Public Library was held on Tuesday, January 8, 2013 at 7:30 p.m. at the Main Library. Those present were:

Axelrod	Healy	Lohe	Uekermann
Burstein	Jones	Margolis	Vanderkay
Goldman	Livingston	Rees	Winitzer

Also present: C. Flaherty, Town Librarian; A. Reed, Assistant Town Librarian and C. Dooley, Supervisor Coolidge Corner Branch.

### **I. Approval of Minutes**

**M** A motion accepting the minutes of the December 11, 2012 meeting was seconded and passed unanimously.

### **II. Presentation by C. Dooley**

C. Dooley, Coolidge Corner Branch Supervisor, made a presentation to the Board, which is on file in the Administrative Office.

### **III. Town Librarian's Report**

**Circulation:** Circulation of library materials increased .43% in December over last year's levels. Year to date, circulation has increased 1.49%.

**Financial:** A financial report for FY13 dated January 4, 2013 showing an ending balance of \$1,735,771 was distributed to the Board.

**Vacancies:** The Librarian informed the Board that Brian Hodgdon has been hired as a Reference/Information Librarian at the Main Library. Brian has an MLS from Simmons and graduated from UVM and has been working for us part-time for the last several months. Before that, he served as Director of the Windsor Vermont Public Library.

**Edith Sperber:** Discussions are continuing with the Parks Department regarding possible locations for a sculpture in memory of Edith Sperber.

**Holiday Party:** The Holiday Party will be held on January 18<sup>th</sup> at 5:30 p.m. in the Main Library. Trustees were asked to R.S.V.P. by sending an e-mail to either K. Livingston or A. Reed.

**Putterham:** A wheelchair for patron use has arrived at Putterham and Town Counsel has drafted a release form to be signed by all users.

**Coolidge Corner:** After a meeting with the operations manager of the Building Department, additional exterior signage has been installed to better direct patrons to the meeting room. The new light fixtures for the garden area are scheduled to be delivered on December 28<sup>th</sup>. The Librarian is still waiting for an installation date. The fabric to reupholster much of the soft chairs and couches has been ordered. The Librarian and several Trustees attended a public hearing of the Waldo Street Area Study Committee in mid-December. No recommendations have been made, but the possibility of including a relocated Coolidge Corner Branch Library in the final scheme was mentioned. The Committee is meeting with the Selectmen tonight at 8:00 p.m.

**M** **Bequest:** The Librarian has been asked to sign a release form acknowledging receipt of \$132,256.80 from the estate of Carol I. Hayward. Ms. Hayward was a lifelong resident of Brookline, and lived on

Mason Terrace. The bequest is unrestricted. It was moved to authorize the Librarian to sign the release and check, which has been reviewed by Town Counsel. This motion was seconded and passed unanimously.

**E- Readers Pew Report:** The Pew Internet Research Center recently released a report on E-readers. The Librarian distributed a link to a summary by the Boston Globe.

**Energy Conservation:** New boilers have been installed at Coolidge Corner and the Main Library, which should reduce energy costs significantly.

**Team Brookline:** The Foundation is recruiting five volunteers who will raise funds by participating in the Boston Marathon.

**Annual Training:** Prior to the meeting, the Librarian distributed a flyer to the Board reminding them of a training of the Conflict of Interest and Open Meeting Law for all newly elected officials. This training was held on Monday, January 7, 2013.

**Romanow Fund:** The Librarian informed the Board that they will be asked to allocate monies from the Romanow Fund at next month's meeting.

**M Petty Cash:** It was moved to allocate \$500.00 for Petty Cash. This motion was seconded and passed unanimously.

**Patriot Act:** The Library has not been served with any court orders since the last meeting.

**IV. Old/New Business:**

**Exhibits Committee:** The Exhibits Committee continues to work with Town Counsel and Parks and Open Space on the Art Policy. The committee will meet again to make further revisions to the policy statement and a final draft will be forward to the Board prior to the February meeting.

**Long Range Planning Committee:** The Long Range Planning Committee will meet on January 9, 2013 at 6:00 p.m.

**M Programming Committee:** The 20's-30's subcommittee of the Programming Committee met prior to the Board meeting. An "Oscar Party" has been scheduled for February 12, 2013 from 6:00-8:30 at the Coolidge Corner Branch. It was moved to authorize K. Livingston to finalize the details and report back to the Board. This motion was seconded and passed unanimously. The Committee will meet again on January 14, 2013 at 6:00 p.m.

**Brookline Reads:** A Climate Action/Brookline Reads program and map was distributed to the Board. The Committee will meet again on January 14, 2013 at 10:00 a.m.

**V. Adjourn**

**M** There being no further business to come before the meeting, upon motion duly made and seconded, it was unanimous.

Voted: To adjourn at 9:00 p.m.

A true record.

ATTEST

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Secretary