

Trustees Minutes

June 11, 2013

A regular meeting of the Trustees of the Public Library was held on Tuesday, June 11, 2013 at 7:30 p.m. at the Putterham Branch Library. Those present were:

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

Also present: C. Flaherty, Town Librarian and A. Reed, Assistant Town Librarian.

I. Presentation by J. Kindall

Jeremy Kindall made a presentation to the Board in regards to a sculpture he would like to donate to the Putterham Branch in honor of B. Warner and showed the Board where he would like the sculpture to be erected. It was moved to accept the sculpture from J. Kindall, with the understanding that at some point, the Board would provide a plaque. This motion was seconded and passed unanimously.

II. Approval of Minutes

M A motion accepting the minutes of the May 14, 2013 meeting was seconded and passed unanimously.

III. Town Librarian's Report

Circulation: Circulation of library materials decreased 1.84% in May over last year's levels. Year to date, circulation has increased 0.96%.

Financial: A financial report for FY13 dated June 7, 2013 showing an ending balance of \$214,507 was distributed to the Board.

Pay/Classification Study: The Town is close to completing a pay and classification study for all of the professional level unionized employees. Once completed, the details will have to be negotiated with the union. Some employees will see an increase in their grades. No employee will see their rate go down. Employees will see a 2% raise on July 1 in addition to the 2% retro pay they received from July 1, 2012.

Donor Agreement: Town Counsel is in the process of drafting a donor agreement form.

Summer Schedule: Summer hours will begin on Sunday, June 16 when the Main Library will be closed, but Coolidge Corner will be open. Thus far, everyone scheduled to work on Sundays this summer has volunteered to do so.

M **Donation:** It was moved to accept donations in excess of \$5,000 to establish an unrestricted fund in honor of David S. Weinstein. This motion was seconded and passed unanimously.

M **Performance Review:** The Librarian met with the Chair to discuss his annual review, which was previously distributed to all Board members. It was moved to accept the Librarian's Performance Review. This motion was seconded and passed unanimously.

Committee Assignments: Committee Assignments were distributed to the Board. Questions or concerns should be directed to the Chair.

State Construction Grant Status: The Librarian briefed the Board on the status of the Public Library Construction Grant program.

Town Meeting: Town Meeting approved the library's FY 2014 budget on May 28. There were no questions asked.

Fund Allocation: The Librarian will meet with the Finance Committee, over the next few weeks, in order to develop recommendations for the use of trust Funds in FY 2014.

M Seating: The Librarian and J. Rees met and have narrowed the choice for the new chairs for Hunneman Hall down to 5. It was moved to authorize the Librarian, Chair and J. Rees to make the final decision on the seating for Hunneman Hall. This motion was seconded and passed unanimously.

Volunteer Luncheon: The Volunteer Luncheon will be held in September.

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

IV. Committee Reports:

M Library Services Committee: The Committee continues to work on the Meeting Room Policy. It was then moved to accept the Summer Specials Policy as recommended by the Library Services Committee. This motion was seconded and passed unanimously.

Programming Committee: The Programming Committee continues to meet and has a number of programs in process, including the Brookline Library Summer Reading Challenge. A pamphlet with Summer Events at the Brookline Public Library was distributed to the Board.

Long Range Planning Committee: The Committee continues to meet and hopes to have a report for the July meeting.

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 9:35 p.m.

A true record.

ATTEST

Secretary