

A regular meeting of the Trustees of the Public Library was held on Tuesday, November 12, 2013 at 7:30 p.m. at the Main Library. Those present were:

Axelrod	Healy	Lohe	Uekermann
Burstein	Jones	Margolis	Vanderkay
Goldman	Livingston	Mehta	

Also present: C. Flaherty, Town Librarian.

I. Approval of Minutes

M A motion accepting the minutes of the October 8, 2013 meeting was seconded and passed unanimously. A motion accepting the minutes of the special meeting on October 22, 2013 was seconded and passed unanimously. A motion accepting the minutes of the executive session on October 22, 2013 was seconded and passed with one abstention.

II. Monthly Presentation

Greg Pronevitz, Executive Director of Massachusetts Library System (MLS) made a presentation to the Board. He reviewed the various services offered by the MLS focusing on recruitment and succession planning.

III. Town Librarian's Report

Circulation: Circulation of library materials decreased 1.95% in October over last year's levels. For the fiscal year, circulation has decreased 0.95%. This trend is similar to what the vast majority of MLN libraries are experiencing. Brookline is one of only 13 MLN public libraries that have seen their circulation increase over the past 4 years. The Librarian distributed materials that were shared at a recent MLN Directors Roundtable Discussion that focused on this issue.

Financial: A financial report for FY14 dated November 8, 2013 showing an ending balance of \$2,189,330 was distributed to the Board.

Solar Grant: The Librarian has been told that it will be at least another month before the Board is asked to endorse the project discussed at last month's meeting.

Bequest: On October 11, 2013 a check was received in the amount of \$131,854.57 from the estate of Carol Hayward. The Board will be asked to establish an unrestricted fund in her name at next month's meeting. The Librarian will also discuss how these funds can be used moving forward.

Staffing: Kelly Unsworth assumed the position of Putterham Branch Supervisor on November 4. A candidate has verbally accepted the vacant Library Assistant II position at Putterham, and if all goes well, she will start work on November 12.

Watercolors: The paintings have been placed in the lobby, and the McKnight watercolors have been moved to the preservation vault in order to protect the McKnight from too much light.

Grievance: An employee has appealed the Trustees' decision to deny her step two grievance to the Human Resources Board. The HR Board has scheduled that hearing for December. The Librarian is in the process of reviewing a grievance from an employee whose position was not upgraded as part of the recently completed pay and classification study.

Construction Update: The repairs to the Town Hall garages were completed in late October. A few days later, water was noticed entering the library garage from above. Upon investigation it was determined that the new waterproof membrane was compromised during the installation of the new sidewalk. Due to the lack of rain, this was not apparent until the irrigation system was turned on. The Librarian was told that the necessary repairs will be made next week. While the stairs to the library garage have reopened, the walkway from the library to the parking lot behind the Town Hall will remain closed until spring to allow the grass to be established.

Arrest: On the evening of October 21, a woman reported that she had been bumped and groped in the Main Library. The victim would not give her name and refused to report the incident to the police. The Librarian forwarded a report to the police the next day. A detective spent time interviewing several library staff members and eventually a suspect was identified. The individual has been arrested and charged with four counts of indecent assault and battery. Prior to his arrest, the Librarian placed him on trespass notice.

Benefit: The Brookline Library Foundation will be holding a “benefit”, not a Gala, on the evening of Sunday, February 9.

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

IV **Committee Reports**

Programming Committee: The New Jim Crow program held on November 7 was attended by more than 150 people. The Chair thanked the committee for their hard work.

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 9:30 p.m.

A true record.

ATTEST

Secretary