

A regular meeting of the Trustees of the Public Library was held on Tuesday, August 12, 2014 at 7:30 p.m. at the Main Library. Those present were:

Axelrod	Margolis	Vanderkay
Burstein	Moran	
Livingston	Rees	

Also present: S. Slymon, Library Director and A. Reed, Assistant Library Director.

I. Approval of Minutes

M It was moved to accept the minutes of the July 8, 2014 Board meeting. This motion was seconded and passed unanimously.

II. Library Director's Report

Circulation: Circulation of library materials decreased 7.13% in July over last year's levels. The Assistant Director distributed Circulation by IType reports dated July, 2013 and July, 2014. M. Moran will give a full report on circulation at next month's meeting.

Financial: A financial report for FY14 dated August 11, 2014 showing an ending balance of \$2,989,608 was distributed to the Board.

ARIS: The Assistant Director has completed the ARIS report for FY 2014. The library was down in circulation across the board. Staffing is down as well. The Director is in the process of filling vacant positions. The Assistant Director attended the Board of Selectmen meeting tonight and reported that permission to fill P. Consodine's position was granted.

M Main Library: The floor in Hunneman Hall has been completed to everyone's satisfaction. The carpeting around the edge of adult fiction has been successfully replaced. It was reported that the roof replacement at Main has been completed. The project to waterproof and seal the roof of the underground parking garage is on schedule to be completed before school resumes, at the beginning of September. To date, the project has caused the library only minor inconvenience. Erin Gallentine, Director of Parks and Open Space, has requested that the Board provide the funds to have the Sperber bench welded into position to deter theft. A motion was made to authorize \$747.20 from trust funds for this project. This motion was seconded and passed unanimously.

Coolidge Corner: The sidewalks in front of Coolidge Corner were replaced to remediate multiple tripping hazards caused by uneven pavement. The Director will meet with Charlie Simmons next week to begin reviewing possible acoustic contractors to address the noise problem from the Children's Room.

Putterham/Storyville: The Assistant Director has been pursuing the installation of a plaque for the new Storyville sculpture at Putterham. This Board voted to spend up to \$1,000 to purchase and install the plaque. Several vendors were contacted, most of whom declined the project. The estimate from Lubins came in at \$1,500. Erin Gallentine, Director of Parks and Open Space, is exploring other options.

M Staff Meetings: The Director would like to begin instituting quarterly staff meetings from 8:30 a.m. until 10:00 a.m. on Thursday mornings and open all locations at 11:00 a.m. on those days. It was moved to authorize opening the libraries one hour later on the days of staff meetings, in order to enable staff to get to their locations and begin processing the transit before patrons arrive. This motion was seconded and passed unanimously. The Director will make sure that the Board, staff and public are notified once the dates have been selected.

Website: The topic of the Library's website has been brought to the Director during the interview process and several times since. The Director distributed copies of a recent document analyzing the issues with the website. The Chair will meet with the Director and M. Wofsey to pursue this further. The Board can visit the wish list in the Google document P. Mehta set up at <https://docs.google.com/document/d/1RCZW2bGdWiNpMea2RF3mjnYRDHNdGpMHIHSbM0hoJek/edit?usp=sharing>

M Freedom Day USA: A request has been made to offer 200 tickets for free small hot coffee/tea on Freedom Day, instead of the previously voted 150. The Friends have agreed to offer 200 coupons for free books. It was moved to accept this request. This motion was seconded and passed unanimously.

KooKoo's Nest: The Director met with Ali from KooKoo's last week to address his concerns that the café is struggling financially. He submitted a spreadsheet, which the Director distributed at the meeting, indicating that they are losing close to \$700 a month. After some discussion, it was decided to take this issue up with the full Board, in order to decide what action to take next.

Library Elf: Library Elf is a product that families can subscribe to through Minuteman for free. It enables you to aggregate all of your family library cards into one location. The Chair has asked the Director to explore this as an option. The Director reported that it is quite expensive to have the premium subscription:

1 - 150 signed up cards = \$350/yr.
151 - 300 signed up cards = \$550/yr.
301 - 500 signed up cards = \$750/yr.
501 - 700 signed up cards = \$1000/yr.
701 - 1000 signed up cards = \$1,250/yr.
...
2,001 - 2,500 signed up cards = \$2,000/yr.

There are currently 10 Brookline patrons signed up for Library Elf. The Director will ask Staff to promote this product more heavily and review the results in a few months.

Delivery: Staff members are very unhappy with the service that handles the intra-library delivery. A contract has not been negotiated with them in 13 years, and the company is unwilling to meet the library's needs. A lot of time and money is being spent making up for the shortcomings of the current vendor. The Director is working with Dave Geanakakis, Chief Procurement Officer, to get a quote from Optima, who does the inter-library transit. The Director will let the Board know when a quote from Optima is received.

MBLC Trustees Orientation: Brookline is proud to host an MBLC Library Trustee Orientation on November 13, 2014 at 6:30 p.m. in Hunneman Hall. The Director will attend, and would welcome any and all Trustees interested in meeting colleagues from other libraries and brushing up on anything new in the Trustee world. Those wishing to attend can register at: <http://www.eventkeeper.com/code/events.cfm?curOrg=MLS#3722076>

Government Documents: The library has implemented a Government Documents working group to make sure that this department is not offering duplicate materials online and in paper. The Government Printing Office is making less and less available in hard cover, and our collection needs to reflect only the most current, accurate and relevant information. The deadline for completion of this project is in January.

M Carol Tilley: Robin Brenner would like to have Carol Tilley, noted scholar, come and speak during Banned Book Week about the history of banning comics in America. The Friends of the Library have agreed to fund half of the program, and the Director respectfully asks that the Trustees fund the remaining half, not to exceed \$500.00. A motion was made to co-sponsor the Carol Tilley lecture and to authorize up to \$500.00 from trust funds. This motion was seconded and passed unanimously.

Video Game Working Group: The Director has convened a working group and will start meeting next month to discuss the possibility of adding a video game collection at Main.

M Book Bicycle: The Friends of the Library have purchased a book bicycle. It was moved to approve the concept of the book bicycle courtesy of the Friends. This motion was seconded and passed unanimously.

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

III. Committee Reports

Programming/Brookline Reads Committee: The Programming Committee continues to meet and has many upcoming programs scheduled. Please visit the library's website for the up to date information.

Ad-Hoc Coolidge Planning Committee: The Committee met prior to the meeting. The Director will need to submit a Building Plan by January and will ask the Foundation for \$15,000 to retain someone to write the proposal. The next major MBLC grant rounds will not be until July 2016.

IV. Old/New Business

Brookline Override Committee: The Chair reported on some recommendations the Override Committee is considering. The Board does not need to act at this time, and the Chair will keep the Board informed.

M Friends of the Brookline Public Library: J. Vanderkay would like to nominate the Friends of the Brookline Public Library for the "Fantastic Friends Award" given by the Mass Friends of the Library. It was moved to authorize J. Vanderkay to nominate the Friends for this award. This motion was seconded and passed unanimously.

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 9:27 p.m.

A true record.

ATTEST

Secretary