

A regular meeting of the Trustees of the Public Library was held on Tuesday, October 14, 2014 at 7:30 p.m. at the Main Library. Those present were:

Axelrod	Healy	Lohe	Rees
Burstein	Jones	Margolis	Vanderkay
Goldman	Livingston	Moran	

Also present: S. Slymon, Library Director.

I. Approval of Minutes

M It was moved to accept the minutes of the September 9, 2014 Board meeting. This motion was seconded and passed unanimously.

II. Library Director's Report

Circulation: Circulation of library materials decreased 2.80% in September over last year's levels. The Assistant Director distributed Circulation by IType reports dated September 2014 and September 2013. A Computer Group Summary by M. Wofsey was also distributed. Speed Reads will now be called Quick Picks, and along with all DVDs will now have a two week loan period.

Financial: A financial report for FY15 dated October 14, 2014 showing an ending balance of \$2,450,992 was distributed to the Board.

Budget: The Director has been working on the budget and will have it submitted by the end of the week.

Staff Meeting: The first quarterly Professional Staff Development meeting held on October 2 was very successful and was attended by 69 employees. One complaint from the public, which was brought to the Director's attention, was to change the message on the voice mail system informing patrons of a delayed opening.

Coolidge Corner Renovation: The Director reported that the Foundation graciously agreed to fund the Building Program Study for the Coolidge Corner Branch up to \$23,000. The Director submitted the scope of the work to D. Geanakakis, Chief Procurement Officer, and the RFP should be publicized tomorrow.

Staffing: B. Hodgdon was permanently promoted to P. Consodine's Librarian II position. E. Gilmore, part-time Librarian I, has retired after many years of service. The Director informed the Board of the Senior Custodian's termination.

Sperber Trust: The Director distributed language to establish the Edith Winter Sperber Memorial Fund. It was moved to accept a gift of \$25,000 from Dr. Robert Sperber and establish the Edith W. Sperber Fund. This motion was seconded and passed unanimously. J. Margolis will speak with Town Counsel and inquire about the language in establishing trust funds.

Staff Communication: The Director has implemented several new tools to improve communication throughout the library. Every staff member has a work email. Several Google Groups have been launched to support topical discussions. The Wiki rolled out last week and seems to be very successful thus far. Included on the Wiki is a Wall of Fame, which is an Excellence Recognition program, modeled after a program at Wynn Resorts. The staff members have been posting narratives about moments where they have witnessed library colleagues go above and beyond. Everyone is pulling for each other.

Delivery: The new delivery service began on October 1, and after some minor glitches, the new system seems to be working well.

Putterham Sculpture Garden: The plaque for the Storyville sculpture has been ordered and should be installed before the deadline for the concrete pouring. Another local artist has offered to donate a sculpture installation. The Director will bring the proposal to next month's meeting.

Website: The Director met with the Chair and M. Wofsey about acquiring proposals to have the website re-designed. They also plan to speak to the Foundation regarding this project.

Supervisory Leadership: The Director is participating in the Municipal Management Association Supervisory Leadership Program along with Circulation Supervisor, B. Craig, and finds it very rewarding.

Friends/Better World Books: The library's partnership with Better World Books has been fully deployed and expectations for making profitable revenue for the Friends to enrich programming, professional development and collections is high.

M ALA: As the Board was informed during contract negotiations, the Director is obligated to attend, in her role as a member of the Library Leadership and Management Association (LLAMA) Career Planning Institute, the ALA Midwinter event in Chicago. The Director distributed an anticipated expense spreadsheet. It was moved to authorize the Director to attend and appropriate funds for the ALA Midwinter conference. This motion was seconded and passed unanimously.

M NELA: It was moved to authorize the Director to attend the New England Library Conference in Boxborough October 19-October 21 and to pay the \$140.00 registration fee. This motion was seconded and passed unanimously.

MLA: The Director has been asked to design and moderate a panel on the Do's and Don'ts of the job application and interview process. Christine Schonhart, Director of Library Services Branches of the BPL; Jennifer Inglis, Chief of Public Services of the BPL; Ken Peterson, Head of Access Services at Widener and Lamont Libraries Harvard University; and Jill Grabowski, Assistant Director of the Newton Free Library, have been asked to be panelists.

Holiday Party: The Director polled the staff and the Director decided that the Holiday Party will be held on January 9 in Hunneman Hall.

November Board Meeting: The Board was reminded that the November Trustee meeting will be held on Wednesday, November 12.

MBLC Trustees Orientation: The Board was reminded that 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>

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

III. Committee Reports

M Library Café Ad-Hoc Committee: The Committee met on October 1. Mr. Mohajerani and Ms. Dunford, KooKoo's Nest proprietors, presented the issues involved with running the café in the library and possible ways to improve the café. Many options were discussed. It was clear from the discussion that the café has been a labor of love for the proprietors, who have run the café as a way of contributing to the Town and community, of which they are a part. The proprietors were asked if they would be willing to do an amicable split. They said they would be willing to if the library presented a public thank you for the work they have done and the support they have given to library groups over the past three years. The proprietor also presented a two-page document in which they suggested solutions to provide a nice space for the library that would provide food and drink without a full-service café, such as by installing vending machines. A motion was made that the committee recommend to the Board to allow the proprietors to experiment with ways to serve the patrons better before a final decision is made by the Board and that the proprietors agree to provide a proposal by October 9. This motion was seconded and passed unanimously. As of tonight's meeting, the proposal has not been received. The Café will experiment with changing their hours. The committee will ask the proprietors when they would next like to meet and report back to the Board at next month's meeting.

M Programming/Brookline Reads Committee: M. Moran provided an update on conversations with Mystery Writers of America. In summary, the group is enthusiastic and expects between 30-40 members to attend Homicide for the Holidays. The Assistant Director and K. Livingston met with Brookline Booksmith and they will collaborate with the committee on the event.

IV. 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 9:15 p.m.

A true record.

ATTEST

Secretary