

A regular meeting of the Trustees of the Public Library was held on Tuesday, December 9, 2014 at 7:30 p.m. at the Main Library. Those present were:

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

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

I. Approval of Minutes

M It was moved to accept the minutes of the November 12, 2014 Board meeting. This motion was seconded and passed unanimously.

II. Library Director's Report

Circulation: Circulation of library materials decreased 7.91% in November over last year's levels. The attendance figures are not accurate due to the gates not calculating properly. The Assistant Director distributed Circulation by IType reports dated November 2014 and November 2013. A Computer Use Summary by M. Wofsey was also distributed.

Financial: A financial report for FY15 dated December 9, 2014 showing an ending balance of \$1,904,274 was distributed to the Board.

Budget: The Director thanked those on the Board who appeared before the Board of Selectmen on December 2. Hopefully they are now convinced that cutting the book budget would be an unnecessary risk for such a small return. Since the meeting, the Director and Assistant Director have both met with the Deputy Town Administrator several times to defend the library's position.

Coolidge Corner Renovation: Four proposals were submitted. The Coolidge Corner Building Planning Committee met with the Chief Procurement Officer prior to the Board meeting to discuss the method of selection moving forward.

The Director attended a meeting at Coolidge to conduct a "Blue Sky Thinking" meeting (*blue-sky thinking noun 1. creative ideas that are not limited by current thinking or beliefs*) with the staff around the issue of the renovation.

Staffing: Interviews for the Building Custodian and the two part-time Reference Librarians have been completed. The Director also held the first-ever Custodial Staff meeting to make sure everyone was on the same page with regards to the direction they will be heading under new leadership.

Putterham Sculpture Garden: The Director of Parks and Open Space gave a presentation and the Director distributed posters of the proposed plans. As reported at last month's meeting, the work, which will be funded by the Foundation, is anticipated to begin in the spring. The Director of Parks and Open Space will be able to supplement, as needed.

Outreach: The Director gave a presentation to the seniors at 1550 Beacon St. Hebrew Senior Living, met with Matt at the Teen Center and discussed collaboration, hosted the MBLC Trustees Orientation, met with Gillian from the Brookline Art Foundation, and has an appointment to speak with the Brookline Community Foundation.

Holiday Party: The staff Holiday Party will be held on January 9 in Hunneman Hall.

Digitization: Anne Clark, Anne Reed and the Director are working through a grant with the Digitization Lab at the Boston Public Library to get the following collections digitized and uploaded to the Digital Commonwealth and Internet Archive:

Brookline Manuscript Collection
Brookline Photograph Collection
Family Histories of Brookline
History of the Brookline Women's Club
Brookline Street Directories
High School Yearbooks

A new web product called BiblioBoards ,which will help aggregate this new digital content and present it in a user-friendly, intuitive format, will be purchased.

Continuing Education/Presentations: The Director completed the Mass Municipal Association Supervisory Leadership Development training course and thoroughly enjoyed it. She thanked the Human Resources Director for arranging it. The Director has also been invited to speak at the Digital Commonwealth Annual Conference and the Digital Public Library of America Annual Conference.

Quarterly Professional Development Hour: The Quarterly Professional Development Hour is scheduled for Dec 18.

Performance Reviews: The Department Heads will be sending the Director quarterly self-evaluations, and in turn, their full-time staff will be doing the same for them. Annual performance reviews will be instituted in the spring for all Department Heads and full-time employees.

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

III. Committee Reports

Programming/Brookline Reads Committee: The "Homicide for the Holidays" program will be held tomorrow night in Hunneman Hall at 7:00 p.m. The Brookline Reads Committee has chosen, "Everything I Never Told You" by Celeste Ng.

IV. Old/New Business

Second Saturday at Main: P. Mehta has graciously agreed to serve as the Board's liaison on the Second Saturday at Main's committee.

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 8:50 p.m.
A true record.
ATTEST

Secretary