

Trustees Minutes

January 13, 2015

A regular meeting of the Trustees of the Public Library was held on Tuesday, January 13, 2015 at 7:30 p.m. at the Main Library. Those present were:

Axelrod	Healy	Lohe	Moran
Burstein	Jones	Margolis	Vanderkay (remotely)
Goldman	Livingston	Mehta	

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 December 9, 2014 Board meeting. This motion was seconded and passed unanimously.

II. Library Director's Report

Circulation: Circulation of library materials decreased 1.78% in December over last year's levels. The Assistant Director distributed Circulation by IType reports dated December 2014 and December 2013. A Computer Use Summary by M. Wofsey was also distributed. The Director also distributed a report from C. Wilkins regarding Added Patrons over the past nine years.

Financial: A financial report for FY15 dated January 12, 2015 showing an ending balance of \$1,596,442 was distributed to the Board.

Budget/Override: The Director has had several meetings regarding the budget process and feels that it is going smoothly. She also met with the Town Administrator to discuss the possibility of filling any of the staff expansions that she has requested. Unfortunately, it does not look promising in light of the Override, but she remains hopeful.

As reported in the Brookline Tab, the Town Administrator has removed the \$50,000 reduction to the library book budget from the Override proposal. The Director thanked the Board for its tireless advocacy, and she is sure that it is the major reason why the full measure of the decertification issue was thoroughly understood.

In years past, the Town has taken back half of the library's state aid award from the MBLC and deposited it in the General Fund. It is now in agreement that they will no longer be doing that.

M **Overdrive:** Next week the Minuteman User Group will be voting on new funding for Overdrive FY16. A Digital Content Formula for FY16 was distributed. It was moved to support the \$450,000 total expenditure for MLN Digital Content for FY16, which will cost Brookline \$25,679.00. This motion was seconded and passed unanimously.

Coolidge Corner Renovation: The Director reported that the Coolidge Corner Building Plan is in full swing. The Foundation contracted with Ruth Kowal, former COO of the Boston Public Library to write the building plan. The Committee met with Ms. Kowal last week and meetings are scheduled for a tour with the staff as well as a meeting with the MBLC. Focus groups and public meetings are also being scheduled. The Director will submit a calendar of the public meetings to the Board as soon as possible, and she hopes that some Trustees will be able to attend. The Board made a commitment to try to raise \$1,000,000.

M Donations: As the Board is aware, Dr. Sperber donated \$25,000 in memory of his wife Edith. The Children’s Librarian would like to have a small reception thanking Dr. Sperber for his donation. It was moved to authorize up to \$300.00 for a reception thanking Dr. Sperber. This motion was seconded and passed unanimously. Mr. Seizaburo Sakamoto donated \$10,000 in memory of his wife to be used for materials. The Board asked whether or not a fund should be established. It was then suggested that the Director spend up to \$500.00 per year to spend on materials in memory of Mr. Sakamoto’s wife and that bookplates be placed in those items.

Staffing: The Supervisor of Children’s Services at Main will be out on maternity leave soon, and the Director has posted her position on a temporary basis. Two new part-time Reference Librarians have been hired. Keiko Nishimoto is from Harvard Botany Library and Eileen Fontenot is from Somerville Public Library. Felix Pena has been hired as the new custodian and will begin work next week. John Norling, house-worker at Putterham Branch has retired after 11 years and the Director will post that position as well.

Putterham Sculpture Garden: Designs for the Putterham Sculpture Garden were distributed. It was moved that the Board authorize design #1. This motion was seconded and passed unanimously.

Outreach: Brookline Library has been selected to host the Annual Minuteman Library Legislative Breakfast to be held on March 6, 8:00-9:30 a.m. in Hunneman Hall. Formal invitations will be forthcoming, and all local and state officials will be invited. The Director hopes that many Trustees will be able to attend. K. Livingston will ask BIG to broadcast the event.

Digitization: The Director shared a terrific article in the Boston Globe about the Digitization Lab at the Boston Public Library, which is informative and shows a nice picture of them working on Brookline’s manuscript collection. The article can be viewed at <http://tinyurl.com/k8yovlt>.

Quarterly Professional Development Hour: The Quarterly Professional Development Hour held on December 18 went well. The Director thanked the Board for funding Alison Macrina from the Watertown Free Public Library to talk to staff about Internet privacy at public libraries. Ms. Macrina has since left Watertown to devote all of her time to the Library Freedoms Project. One of her recent articles may be viewed at <http://tinyurl.com/lmkql56>.

CAFÉ: The last discussion with the café owners concluded with the idea that they would see how things were going through December and then make a decision about whether or not they want to continue to stay open. J. Vanderkay will speak with the Director about setting up a committee meeting.

M Grant: G Wise is applying for a \$2,500 grant for Story Corps which is a grant to record the oral histories of Brookline residents of all ages and origins with an eye towards preserving the unique experiences of the people of Brookline. The Chair will send a letter of support on behalf of the Board. It was then moved to authorize an additional \$500.00 if the grant is received. 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 “Homicide for the Holidays” program held on December 10 was very successful and had 90 attendees. The Brookline Reads Committee has chosen: “Everything I Never Told You” by Celeste Ng. The author has already agreed to attend the event. The Committee continues to meet and will keep the Board informed.

Staff Party Committee: A great time was had by all at the Holiday Staff party. The Committee was congratulated for all their hard work.

IV. Director's Performance Review:

The Trustees and the Director discussed the Library Director's Performance Appraisal.

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 9:11 p.m.

A true record.

ATTEST

Judith A. Vanderkay
Secretary