

Trustees Minutes

May 12, 2015

A regular meeting of the Trustees of the Public Library was held on Tuesday, May 12, 2015 at 7:30 p.m. at the Main Library. Those present were:

Burstein	Jones	Mehta	Vanderkay
Goldman	Livingston	Moran	
Healy	Margolis	Rees	

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

I. Election of Officers

M G. Jones, as Senior Trustee, opened the meeting. The Nominating Committee presented its slate, starting with the nomination of M. Burstein for Chair. A motion to close the nominations was seconded and passed unanimously. A motion was then made and seconded to elect M. Burstein Chair, which passed unanimously. M. Burstein then began to preside over the meeting. P. Mehta was then nominated for the position of Vice Chair. A motion to close the nominations was seconded and passed unanimously. A motion to elect P. Mehta Vice Chair was seconded and passed unanimously. C. Lohe was then nominated for the position of Treasurer. A motion to close the nominations was seconded and passed unanimously. A motion to elect C. Lohe Treasurer was seconded and passed unanimously. J. Vanderkay was then nominated for the position of Secretary. A motion to close the nominations was seconded and passed unanimously. A motion to elect J. Vanderkay Secretary was seconded and passed unanimously. The Chair then asked the Trustees to choose the committees in which they would like to serve on and to let him know before next month's meeting.

II. Approval of Minutes

M It was moved to accept the minutes of the April 14, 2015 Board meeting. This motion was seconded and passed unanimously.

III. Brookline Library Foundation Report

L. Carlisle briefed the Board with respect to raising monies for the Coolidge Corner renovation project. The Board was reminded that at this point, all of the numbers and even the possible town/private split are simply educated guesses.

IV. Annual Motions

M A motion to use trust funds to pay for Mass Library Trustee Association dues for those Trustees so wishing was seconded and passed unanimously.

V. Library Director's Report

Circulation: Circulation of library materials decreased 0.20% in April over last year's levels. The Board was reminded that the gates at the Main Library are still not working properly. The Assistant Director distributed Circulation by IType reports dated April 2014 and April 2015.

Financial: A financial report for FY15 dated May 12, 2015 showing an ending balance of \$480,471 was distributed to the Board.

Budget/Override: Both Overrides passed, so it appears that the proposed \$22,000 cut to the Library personnel budget has been avoided. The Director is looking forward to her first large annual Town Meeting at the end of the month, where the budget will be finalized.

Book Budget: The Director met with C. Wilkins earlier today to finalize the materials budget for FY16. As the Board is aware, monies will be reallocated to more closely align with patron demand. The Board was reminded that the Foundation will be taking what hopefully will only be a temporary hiatus from funding library materials, in order to launch a large capital campaign for the Coolidge Corner Branch project. It is likely that the Board will be asked to step in to fill the gap until circulation is stabilized. Baker & Taylor, a longtime book vendor, was notified that the library would no longer require its services and instead would use Ingram. Ingram offers a steeper discount, no platform fees, a better product, faster delivery and superior customer service. B&T was disappointed, but the Director and Ingram are pleased.

Coolidge Corner Renovation: The Coolidge Corner project is accelerating! Ruth Kowal submitted the finished building program to the MBLC last month, to rave reviews. The Director thanked the Foundation for their generous support of this project. The Director attended a mandatory MBLC training on Construction Grant Writing in Walpole, which she found very informative.

The Committee of Seven has been convened and includes: Karen Livingston, Michael Burstein, Linda Carlisle, Ray Masak, Neil Wishinsky, three members of the Building Department, and the Director. Although this does not total seven, R. Masak and the Director serve as facilitators/advisors and therefore do not count.

A group of Brookline stakeholders, including four Trustees, took a tour of four new library renovations last week and found it interesting and informative.

The Coolidge Corner architectural walk-through was attended by 24 architects, well over the number expected. The Director noted that there was only one architect she wished had attended but didn't send a representative. The process closed on May 7; 15 beautiful proposals have been received and the Director is eager to read them all. Other libraries who will be applying for grants will not even begin looking for architects until this winter, so Brookline is fortunate to have first pick.

Staffing: Thus far, 34 applicants from all over the world, including two internal candidates, have applied for the Assistant Director for Technology position. The Director, Assistant Director, C. Wilkins, B. Hodgdon, D. Brown and K. Stokes will serve on the hiring committee to review resumes and schedule interviews. The Director is pleased with the resumes received and hopes to have interviews concluded by mid-June at the latest. The Director will post the permanent Reference Supervisor and Collection Development Librarian positions by early June and will also be able to fill the vacant Local History Librarian II position. Eileen Gallagher of the Putterham Branch is still out on workers comp with a foot injury sustained last July. The Director is working closely with Human Resources on this issue. Jeff Josaphat is leaving Putterham to pursue a career in IT, which is what he trained for. Jeff was a terrific asset and will be greatly missed.

Putterham Garden: The Putterham Garden project is currently on hold.

Technology: The Director has partnered aggressively and successfully with IT to help the library through the transition between Assistant Directors. Karen Brown, Kevin Stokes, and other IT personnel have been very helpful and assisted with a huge technology cleanout. Hundreds of broken and obsolete items have been sent to an e-Recycler and the Director was instructed on what to save. K. Stokes has already offered the Director some wonderful cost-and-time saving measures that will enable some old practices to be less cumbersome and more efficient, and both are pleased about having a more open and transparent relationship.

Outreach: The largest part of the Director's outreach this month revolved around the Boston Marathon, cheering the Team on for their last practice run, hosting their team dinner and spending her day, in the rain, cheering the runners on and offering them water. All five of the runners for the Foundation exceeded their goals. The Director thanked the Board for its generous contributions. She also spent a lot of time networking and outreach at MLA, and she spoke twice, once on how to get a job in libraries, and once on the challenges of working in urban libraries. Both talks were well received and she was approached by quite a few Librarians for further networking. She finds it very rewarding to be a part of elevating the profile of the library in the community of Massachusetts Librarians, where she feels we may be a bit of a mystery.

Russian Materials: The Director had a very productive meeting with the Russian materials vendor. He was immensely helpful and now feels the library should be able to continue to provide Russian materials seamlessly, despite M. Wofsey's departure.

Government Documents: The entire Government Documents collection has been de-accessioned and disposed of. There has only been one complaint.

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

VI. Committee Reports

M Programming Committee: The Brookline Reads Committee continues to meet to discuss their program in the fall.

VII. 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

Judith A. Vanderkay
Secretary