

Trustees Minutes

June 9, 2015

A regular meeting of the Trustees of the Public Library was held on Tuesday, June 9, 2015 at 7:30 p.m. at the Main Library. Those present were:

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

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 May 12, 2015 Board meeting. This motion was seconded and passed unanimously.

II. Library Director's Report

Circulation: Circulation of library materials decreased 7.51% in May over last year's levels. The gates at the Main Library are still not working properly and are at the end of their lifecycle. The Assistant Director distributed Circulation by IType reports dated May 2014 and May 2015.

Financial: A financial report for FY15 dated June 8, 2015 showing an ending balance of \$231,348 was distributed to the Board.

Budget: The end of the fiscal year is on target. Mary Egan-James has been a great help to the Director during her first fiscal close-out.

Book Budget: The Acting Collection Development Head, C. Wilkins, along with the other purchasing librarians, did an excellent job overseeing this year's book budget. The Director and staff look forward to making the vendor switch from Baker & Taylor to Ingram in FY16. Ingram will offer a deeper discount, which will enable the organization to purchase a greater number of items for the same rate.

Coolidge Corner Renovation: The Committee of Seven met last night in its search for an architect for the Coolidge Corner feasibility study. The Committee has narrowed its selection down to the following four finalists: Utile, MDS, Schwartz/Silver and Studio ENEE. The next Committee of Seven meeting will be held at 6:00 p.m. on July 8 at Town Hall.

Staffing: The second round of interviews for the Assistant Director of Technology has begun. Ideally, the Director would like to offer the position to the final candidate before she leaves for ALA on June 24. Earlier tonight the Director was granted approval to fill the Collection Development Head, the Reference Head and the Local History Reference Librarian positions. The Director will also be seeking to fill Mary Egan James's position and to hire a full time Librarian I in the Reference Department. She is also working on filling three part-time Library Assistant positions in the branches as well as several page positions, Steps to Success students and work-study students. Plans are also being made to expand work study from UMASS to include BU and BC as well. A. Clark is still working half days for health reasons and the E. Gallagher situation is still unresolved.

Putterham Garden: The Director met with Erin Chute-Gallentine to discuss the Putterham garden renovation. The Director distributed what Erin believes to be a better design. As the project is currently on hold, this topic has been tabled.

No Trespassing: The Director has received a notification from the Town regarding two individuals who are currently on No Trespass orders. The Board decided to take no action at this time.

Outreach: The Director completed the library's obligations to the Marathon. She spoke at the Town Hall Lunch & Learn Series for interested Town employees, detailing the goings-on at the library. She met with the principal of the Pierce School to explore future partnerships, particularly around summer reading programs. While at ALA, the Director will attend vendor meetings with Susan Flannery from Cambridge, particularly those specializing in sorting machines and technology upgrades for RFID. The Director also has spoken with Kathy Bisbee, Executive Director of BIG, about future collaborations, including a possible YouTube "station" here in Brookline.

Technology: G. Wise, R. Brenner and S. Rubinstein are working on deploying iPads and other portable devices. Some will be paid for with Flaherty Funds, and some will come through a grant-funded partnership with Easter Seals. The library also won a 3D printer, which it is hoped will be deployed by the end of summer. Multiple laptops have also been deployed to the Reference Department to help in weeding their collections more effectively.

M Boston Public Library Director: The Board discussed the resignation of the Boston Public Library Director, Amy Ryan. It was moved to authorize up to \$100.00 from the Chair's discretionary fund to send Ms. Ryan an arrangement showing the Board's appreciation for her years of service. This motion was seconded and passed with 10 in favor.

M August Board Meeting: As in years past, it was moved that the Board not meet in the month of August. 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

M Investment Committee: As recommended by the Investment Committee, it was moved to shift the allocation from 60% stocks and 40% bonds to 65% stocks and 35% bonds. This motion was seconded and passed with 9 in favor.

Programming Committee: The Brookline Reads Committee met earlier tonight to discuss their program in the fall and will continue to update the Board.

IV. Old/New Business

M Director's Evaluation: The Board discussed the Director's end-of-the-year evaluation. As a six-month evaluation was completed in December 2014, it was moved to table the evaluation until a year after the first evaluation, which will be December 2015. This motion was seconded and passed with 10 in favor and 1 opposed. The Director will complete a self-evaluation.

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 9:25 p.m.
A true record.
ATTEST

Judith A. Vanderkay
Secretary