

A regular meeting of the Trustees of the Public Library was held on Tuesday, December 8, 2015 at 7:30 p.m. at the Main Library. Those present were:

Axelrod	Livingston	Moran
Burstein	Margolis	Rees
Healy	Mehta	Vanderkay

Also present: S. Slymon, Library Director; A. Reed, Assistant Director; H. Sway, Assistant Director of Technology; S. Brown, Director of Blue Wave Capital and M. Goff, Deputy Town Administrator.

I. Approval of Minutes

M It was moved to accept the minutes of the November 10, 2015 Board meeting. This motion was seconded and passed unanimously.

II. Presentation on Proposal for Solar Energy at the Main Library

Sandra Brown, Director of Blue Wave Capital, presented an update on the proposal to install solar photovoltaic (PV) facilities on the roof of the Main Library. She also reiterated that there would be no cost to the library for the system. The Board of Selectmen will need to sign a Letter of Intent and enter into a Net Metering Credit Purchase Agreement (NMCPA) soon after. M. Goff, Deputy Town Administrator, also participated in the meeting. No action is required of the Board at this time.

III. Library Director's Report

Circulation: Circulation of library materials decreased 3.36% in November overall compared to last year's levels. The Assistant Director distributed a Transaction Trends Report from FY' 12 to FY' 16 to the Board. The Director received an interesting report from C. Wilkins, showing Brookline as having the third highest circulation per capita in MLN since 2013, which illustrates that although we may not be at the same volume as before, we are still excelling at serving our patrons and outperforming many other libraries.

Financial: The Board agreed to continue with the new rolling Google format on the week-to-week budget from P. Spencer, Budget Manager.

Café: The former proprietors have removed all of their property and the inventory of belongings to the library has been checked and is complete. They have also returned their access badges. The vending machines from Reading Vending have arrived. Staff at both branches have inquired about obtaining vending machines as well. The Director has told them that she would like to see how they work at Main before making that decision. Two couples have approached the Director about opening a new café, along with one person who wants to open the café as a work opportunity for special needs young adults who have recently graduated from Brookline High. She has let all parties know that the topic will be open to further discussion sometime in the next six to nine months.

Coolidge Corner Renovation: The new drawings for the Coolidge Corner renovation were distributed to the Board and were well received by the Director and the Board.

Staffing: Roy MacKenzie has been promoted to full-time Reference Librarian. Quinn Morris-Pearson has been promoted to part-time Reference Librarian. Bryan Kreuzsch has been promoted to full-time Technical Services Library Assistant I. Sarah Ruggiero has been promoted to part-time Library Assistant I. N. Chadburn, D. Brown and R. Blumenthal are all out on long-term medical leave. Julia Bloom is no longer employed by the library. The staff is extremely grateful for the generous gift of the monogrammed water bottles. Paul Cho, Zoya Spezhakov and Brian Donoghue were very pleased to

receive their \$25.00 gift cards to Brookline Booksmith along with the nice messages from the Trustees. The Director thanked P. Cho and the Chair for bringing their 20+ years of service to her attention. This coming Friday is the first Trustee-sponsored staff social hour. The staff plans to have a potluck and play board games from the new collection.

M Facilities: The Director would like permission to purchase and hang white lights on the pillars of the Main Library, the trees in front of the Main Library and on some shrubs and trees at the branches during the holiday season. A motion was made to allow the Director to purchase lighting for the libraries from the Director's discretionary fund. This motion was seconded and passed with six in favor and two opposed.

Social Media: A new Social Media team that includes Brian Hodgdon (coordinator), Phillip Spencer, Roy MacKenzie, and Kerry O'Donnell is in place. Phillip has already added a great Pinterest page (pinterest.com/brklib) and they are working on the library's Facebook and Twitter feeds.

Outreach: The Director has been interviewed for a gourmet magazine regarding the cake pan collection and is also working with a Librarian at the Council Bluffs, Iowa library to help them launch their collection. The Board was reminded that ALA Midwinter will be held in Boston and the exhibits will be open from January 9 to 11. She has also reached out to the Mass Library Trustees Association and they are investigating why the Board members have not been receiving their newsletters.

Conference Report: The Director, Assistant Director of IT, and C. Wilkins attended the annual NE Code4Lib conference at Dartmouth College. The Director found it simultaneously fascinating and confusing. She thanked the Board for its unwavering support of continuing education and professional development.

Committee Assignments: H. Sway, Assistant Director of IT will join the Long Range Planning, Buildings & Grounds and Public Relations Committees.

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

IV. Committee Reports

Exhibits Committee: As discussed at last month's meeting, J. Rees will draft a letter and send it to Ms. Nancy Heller declining the "Touch Plane" artwork.

V Old/New Business

Director's Evaluation: The Chair asked all Trustees to send their Director's Evaluations to him by December 18. The Board will go into Executive Session at the end of next month's meeting for discussion.

VI. 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

January 8, 2016