

A regular meeting of the Trustees of the Public Library was held on Tuesday, June 14, 2016 at 7:00 p.m. at the Main Library. Those present were:

Burstein	Jones	Mehta
Goldman	Livingston	Moran
Healy	Margolis	Vanderkay

Also present: S. Slymon, Director; A. Reed, Assistant Director; H. Sway, Assistant Director of Technology.

I. Approval of Minutes

M It was moved to accept the minutes of the May 10, 2016 Board meeting. This motion was seconded and passed unanimously.

II. Library Director's Report

Library Director: The Director has returned from her leave and thanked the Board for their support. The Director thanked A. Reed for taking on the role of Acting Director, as well as H. Sway, M. Gaffey and P. Spencer for their hard work in Administration.

Circulation: Circulation of library materials increased 2.85% in May overall compared to last year's levels. Putterham's decrease in circulation is due to the self-check computers reading as the Main Library attendance for four days.

Financial Report: The Business Manager is doing a terrific job closing out FY'16. The personnel line has a large deficit. The Director is meeting with the Deputy Town Administrator and the Assistant Town Administrator and she will report back to the Board.

Staffing: R. Blumenthal, N. Chadburn and L. Mellett are still out on medical leave. M. Malone has returned from medical leave.

Suspicious/Fraudulent Library Cards: A suspect has been arrested in the fraudulent library card scam reported at last month's Trustee meeting. The Brookline Police Department is in the process of trying to recover the library's materials.

ALA Conference: The Board was reminded that the Director and Assistant Director will be attending the ALA Conference beginning on June 24.

Committee Assignments: The Chair distributed the Board of Library Trustee Committee Assignments for the 2016-2017 term and asked the Board to email her the first committee meeting dates by June 31. The staff representatives; S. Slymon, A. Reed and H. Sway will be announced at the July Board meeting.

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

III. Committee Reports

M **Library Services Committee:** Town Counsel reviewed the Appropriate Patron Behavior Policy and made some recommendations, which were distributed to the Board. It was then moved to accept the amended Appropriate Patron Behavior Policy. This motion was seconded and approved unanimously.

IV. Old/New Business

The Board entered into Executive Session to discuss an employee who has been put on disciplinary action. At 8:45 p.m. by unanimous roll call vote the Board entered into Executive Session; it was noted that the Board would reconvene in open session after the discussion was completed.

At 8:55 p.m. the Trustees reconvened in open session.

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 8:55 p.m.

A true record.

ATTEST

Judith A. Vanderkay, July 11, 2016

Secretary