

Trustees Minutes

September 13, 2016

A regular meeting of the Trustees of the Public Library was held on Tuesday, September 13, 2016 at 7:00p.m. at the Main Library. Those present were:

Axelrod	Jones	Margolis	Rees
Burstein	Livingston	Mehta	Vanderkay
Goldman	Lohe	Moran	

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

I. Approval of Minutes

M It was moved to accept the minutes of the July 12, 2016 Board meeting. The motion was seconded and passed unanimously.

II Executive Session

The Board entered into Executive Session to discuss an employee who has been put on disciplinary action. At 7:06 p.m. by a nine-to-one 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 7:23 p.m. the Trustees reconvened in open session.

III Library Director's Report

The Library Director reported that the gates are still not working – new ones will be acquired but they are not yet on the way. There is a discrepancy between the statistics presented by Anne Reed and those presented by Colin Wilkins. Who handles this will be addressed – it should be C. Wilkins in his role. In the absence of a business manager, arrangements to pay bills and make orders have been made with other Town staff. There is a Town-wide issue with hiring.

The Director met with Charlie Simmons regarding the Coolidge Corner branch. There is a large amount allocated to CC masonry/roof in the Town budget. As a result, there is a new plan for an approach to Coolidge Corner. This will be discussed at the October meeting.

M The Board then discussed the Director's request to increase quarterly staff development time by two hours. Such a motion was seconded and the Trustees voted in favor.

M It was then moved to close June 6, 2017 for a full in-house staff day. This motion was seconded and the Trustees voted in favor.

The Director brought up the plans to move the collections around. A task force will be formed to handle this. The proposed date for it would be June 7, 2017. M. Moran suggested it be later in the summer. C. Lohe suggested hiring a professional to analyze the use of all library space. C. Axelrod requested comparative costs and noted the physical effort this would require of staff members. The Board will wait to vote on this item.

Other topics: an event will be held when the Brookline Room reopens, with climate control monitoring capabilities. The Putterham garden is almost done; they are waiting for sufficient rain to put the sod down.

An event will be held in celebration at Putterham – this will be quick to arrange. Flood monitors are being installed. A new job description for Colin Wilkins will include supervising the Technical staff.

IV Trustee Committee Reports

Anne Reed returned from the Human Resources Board Meeting and reported that the revisions to the Librarian III Supervisor of Collection Development and the Librarian II Cataloger job descriptions were approved.

The Long Range Strategic Plan survey was mentioned to the HR Board. J. Vanderkay reported emailing TMM, PAX, and Neighborhood Associations regarding the survey on our website. P. Mehta will email the Brookline Moms Group.

Treasurer's Report: C. Lohe presented the revised flat-funded Board of Library Trustees' Budget for FY 17. S. Slymon and C. Lohe will meet with L. Carlisle, Brookline Library Foundation Board, and N. Nitikman, Friends of the Library, to discuss finances. The treasurer reminded trustees to submit receipts and warrants for reimbursement to the treasurer.

V. Old/New Business

M New dates for October/November Trustee meeting-: a motion to move the Board of Library Trustees monthly meeting from Tuesday, October 11, 2016 to Wednesday, October 19, 2016, at 7:00 p.m. and the November 8, 2016 meeting to Wednesday, November 9, 2016, at 7:00 p.m. was seconded and passed unanimously.

M Proposed amendments to bylaws: there was a discussion of proposed revisions to the current Board of Library Trustees Bylaws. A motion was made to put the bylaws to a committee with the charge to prepare a draft to present to the full Board. The motion was seconded and the vote was 2 in favor, 4 opposed, and 4 abstentions. The motion failed, and no committee was established. Discussion continued on proposed bylaw revisions. P. Mehta will make the suggested changes and send the document to the Board. It was requested that Trustees send any additional suggestions to P. Mehta.

The chair thanked J. Vanderkay for the refreshments and scheduling trustee volunteers for Brookline Day, September 18, 2016 -- V. Goldman, K. Livingston, P. Mehta and J. Rees. A. Reed will arrange for vendor parking passes to the event for the trustee volunteers.

V Adjourn

There being no further business to come before the meeting, upon motion duly made and seconded, it was unanimous:

Voted: To adjourn at 9:39 p.m.

A true record.

ATTEST:

Judith A. Vanderkay, October 10, 2017

Secretary