

A regular meeting of the Trustees of the Public Library was held on Wednesday, June 28, 2017 at 6:30 p.m. at the Main Library. Those present were:

Burstein	Healy	Margolis
Chanyasulkit	Livingston (remotely)	Mehta
Goldman	Lohe	Vanderkay

Also present: S. Slymon, Director; A. Reed, Assistant Director; C. Bignoli, Assistant Director of Technology; and members of the public Saralynn Allaire, Alan Allaire, Regina Frawley, Nathan Shpritz and Carolyn Thall.

I. Approval of Minutes

M It was moved to accept the minutes of the May 9, 2017 Board meeting. This motion was seconded and passed with one abstention.

II. Comments from the public

M The public in attendance asked the Board to consider expanding the hours at the Putterham Branch. R. Frawley distributed a thoughtful and well-researched letter on behalf of unanimous Precinct 16 Town Meeting Members and a majority of Precinct 15 Town Meeting Members. The Board thanked the Putterham Library users for attending the meeting. The Board will discuss what options, if any, may be feasible in the near future to accommodate this request, but it may need to be brought to a future Town Meeting. V. Goldman, J. Margolis, M. Burstein and J. Vanderkay have volunteered to serve on a committee to discuss this in further detail.

III. Library Director's Report

Circulation: Circulation: The circulation chart for May can be viewed at: https://magic.piktochart.com/output/22883875-2017_05_trustee_report.

Financial Report: The rolling annual financial report can be viewed at: <http://bit.ly/2hQydzB>. In a refreshing bit of good news, there was a mistake made next door at Town Hall in the personnel reporting, so the personnel budget is on target.

Coolidge Corner: Weeding at Coolidge is continuing and the following collections are finished: Large Print, Magazines and Reference. Work continues on Adult Fiction, Adult Nonfiction and Music. Natalie and Paula continue to work in the Children's Room. The Coolidge Corner Renovation Committee will meet on July 12, 2017 at 5:00 p.m. at the Sussman House and then continue on to the Coolidge Corner Library.

New Initiatives: The record players for the vinyl collection have not arrived yet. Due to the delay in the special order, we anticipate rolling this collection out in September when everyone returns from summer vacation.

Outreach: The Director attended BookExpo America in New York City this month and will submit a report soon. She thanked the Board for their generosity in supporting continuing education and professional development. The volunteer lunch was enjoyed by all. The Director thanked the Board of Trustees for co-sponsoring this wonderful event each year. The Director has been appointed to the Minuteman Library Network Executive Board and is also now a member of the League of Women Voters; she recently addressed a League event.

Staffing: L. Mellett is still out. Jesse Ellis was promoted to full-time Library Assistant I in Technical Services. Sebastien Sulser was promoted to full-time Library Assistant III at Putterham. Kelly Unsworth

has resigned from her position of Branch Supervisor at Putterham to take a job as a Director in Merrimack Valley. Members of the staff and the Board of Trustees wish Kelly the best of luck in her new position. The Director is planning to appoint a current staff member to a temporary Branch Supervisor position as soon as possible.

Collection Shift: C. Wilkins gave a detailed presentation on the collection shift at the Main Library. A motion was made to close the Main Library on July 20 and July 21 for this move. This motion was seconded and passed unanimously. The Putterham Branch will stay open until 9:00 p.m. on Thursday, July 20, 2017.

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

IV. Committee Reports

Programming Committee: There will be two plays by the Commonwealth Shakespeare Company on the lawn at the Main Library on July 27 and July 28. The Tee-Off event was a huge success. An event featuring author Jessica Shattuck will take place on September 25, 2017. "An Evening with Stephen Kinzer," author of "The True Flag," is tentatively scheduled to be held on November 16, 2017; however, Town Meeting may still be in session that night. More details will follow.

Friends Liaison: J. Vanderkay reported that the Friends' recent annual meeting, featuring Gardner Museum Security Director Anthony Amore, filled Hunneman Hall and was a great success.

Bylaws Committee: The Bylaws Committee will report at the July meeting.

V. Executive Session

M At 8:41 p.m. a motion was made and seconded for the Board of Library Trustees to enter Executive Session, for the purpose of conducting discussions of the Library Director's contract and the successor three-year contract. This motion passed with a unanimous roll-call vote. There being no discussion, a motion was then made and seconded to exit Executive Session, which passed with a unanimous roll-call vote at 8:46 p.m. It was then moved and seconded to approve the new contract for the Library Director, and this motion passed unanimously.

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 8:48 p.m.

A true record.

ATTEST

Judith A. Vanderkay, July 6, 2017

Secretary