

A regular meeting of the Trustees of the Public Library was held on Tuesday, November 7, 2017 at 7:00 p.m. at the Main Library. Those present were:

Burstein	Jones	Margolis
Goldman	Livingston	Mehta
Healy	Lohe	

Also present: S. Slymon, Director; A. Reed, Assistant Director; A. Troha, Assistant Coolidge Corner Branch Supervisor; C. Wilkins, Collection Development Librarian and M. Moran, Programming Committee.

**I. Approval of Minutes**

**M** It was moved to accept the minutes of the October 10, 2017 Board meeting. This motion was seconded and passed with one abstention.

**II. Library Director's Report**

**Coolidge Corner Assistant Branch Supervisor:** Amanda Troha was introduced as the new Coolidge Corner Assistant Branch Supervisor.

**Circulation:** C. Wilkins, Collection Development Librarian reported on circulation and distributed a FY18 Brookline Collection Report.

**Financial Report:** The Director has submitted the annual library budget to the Town, including an expansive Capital Improvement Program (CIP) proposal for technical enhancements, which was sent to the Board. The rolling annual financial report can be viewed at: <http://bit.ly/2hQydzB>.

**Coolidge Corner:** State Street delivered the \$1,000,000 pledge to the Town. The Director and Ray Masak of the Building Department met with the architects and are working on developing a budget for the Town. The Director is also working with C. Bignoli, Assistant Director of Technology on obtaining firm quotes for all of the Coolidge Corner RFID projects. L. Carlisle, President of the Brookline Library Foundation took the Director on a tour of the new library at Beaver Country Day and the Director attained some great ideas.

**Vinyl Launch Party:** The Vinyl Launch Party was a huge success. Approximately 65 patrons attended and it was an interesting and diverse group. The collection is circulating heavily, and in house "listening stations" have been launched.

**Staffing:** Pei Mu, long time Library Assistant at the Coolidge Corner branch has retired. Patrons and staff will miss her tremendously. Pei was a quiet, unifying force on the staff, who always had a kind word and knew her job inside and out.

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

**III. Committee Reports**

**Programming Committee:** M. Moran of the Programming Committee informed the Board that a program titled "An Evening with Stephen Kinzer," author of "The True Flag," would be held on December 4, 2017 at 7:00 p.m. in Hunneman Hall. Brookline Reads continues to meet and the committee has secured Colson Whitehead, author of "Underground Railroad". The event will be held at Brookline High School on April 25, 2018.

**Holiday Party Committee:** C Chanyasulkit will Chair this year's Holiday Party, which will be held on January 5, 2018 from 5:30 to 8:30 p.m. Any Trustee who would be willing to volunteer for either set-up or breakdown was asked to email her by November 28, 2017.

**Staffing and Hours Committee:** The Committee Chair was reminded to send the Director a schedule of upcoming meetings.

**Trustee Retreat:** The Chair distributed the final retreat report to the Board. G. Jones noted that he learned a lot from the retreat and has learned to communicate better with his colleagues on the Board, as well as having a new respect and appreciation of the Director. The Chair will set up a survey and asked each Trustee to complete the survey by November 28, 2017.

**IV. Old/New Business**

**Foundation:** K. Livingston updated the Board on the Brookline Library Foundation. The Foundation meets four times a year. The annual appeal was sent to 25,000 people this year. The goal is to raise \$100,000. Thus far, \$7,500 has been raised. The Director is working with a subcommittee from the Foundation on a Gala for the Coolidge Corner renovation.

**M Trustee Room:** The staff requested that they be allowed to use the Trustee Room for staff meetings if there are no other rooms available. It was moved to allow staff to use the Trustee room for staff meetings from 10:00 a.m. to 4:30 p.m. if there are no other meeting rooms available. This motion was seconded and passed unanimously.

**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 8:42 p.m.

A true record.

ATTEST

Judith A. Vanderkay,  
Secretary