

A regular meeting of the Trustees of the Public Library was held on Tuesday, March 20, 2018 at 7:00 p.m. at the Main Library. Those present were:

Axelrod	Givens	Livingston
Burstein	Goldman	Lohe
Chanyasulkit	Healy	Vanderkay

Also present: S. Slymon, Director. Vice Chair Regina Healy presided, in the absence of Chair Puja Mehta.

I. Approval of Minutes

M It was moved to accept the minutes of the February 6, 2018 Board meeting. This motion was seconded and passed with one abstention.

II. Library Director's Report

New Board member: Koinonia Givens was welcomed to the Board.

Circulation: The February 2018 Circulation Report was distributed to the Board.

Financial Report: The rolling annual financial report can be viewed at: <http://bit.ly/2hQydzB>. The Director has presented the FY19 library budget to the Human Services Subcommittee, the CIP Subcommittee, the full Advisory Committee and the Board of Selectmen since the Board last met. Thus far, all of the library's technology expansion requests have been unanimously recommended for approval by Town Meeting. The Putterham Branch bathroom renovation project was also unanimously approved. The Facilities Manager position and the Main Children's Room Librarian were unanimously recommended by the Human Services Subcommittee. The Children's Librarian position was overwhelmingly supported by the full committee and the Facilities Manager was approved for recommendation with a vote of 13 in favorfor, 4 opposed and 6 abstentions. The Director will meet with the Advisory Committee this Thursday night, March 22, 2018 and asked that as many Trustees as possible attend.

M Red Cross/Meeting Room Policy: The Director distributed a proposal from the Red Cross asking for us to make an exception to our meeting room policy. A motion was made stating that although the Board is sympathetic to the concerns of the many organizations and individuals that use the library's meeting rooms and other library spaces the Board reaffirms its Meeting Room Policy. This motion was seconded and passed unanimously.

ALA/Midwinter: The Director reported on an activity that she participated in at the ALA Midwinter event. The activity was designed by Miguel Figueroa, Director of the ALA Center for the Future of Libraries. The activity revolves around a set of trend cards about issues that are rising as important for the future of libraries. The future trends can be viewed at: <http://www.ala.org/tools/future/trends>.

Library Cards: The Director has convened a small working group of staff members to begin to explore re-designing the library cards and to offer multiple design options. The group has yet to meet but the Director will keep the Board informed of any progress.

Coolidge Corner: The Director is consistently being told that June 1, 2018 will be the start date for the Coolidge Corner project. The Coolidge Corner Building Project Committee, which now includes staff members Ryan Brennan and Amanda Troha, met to design a draft timeline for Public Relations which can be viewed at: https://docs.google.com/spreadsheets/d/1v4MtgHmpM_19RkW4p8kwwRKVMIBnFcw1AsPgFZVS8Vc/

[edit?usp=sharing](#). The Director noted how fortunate the library is to have Librarian Lily Weitzman on the staff as she excels at Public Relations. The Director asked that all Trustees take note of the dates of public meetings and tours, and she stressed the importance of having as many Trustees as possible attending to show support for the project and to assist in answering questions about the project and the library in general. The Director will be working with Ray Masak in earnest when she returns from the South X Southwest conference the week of March 19.

M **Staffing:** Will Harlan was hired as a full-time Reference and Technology Librarian I. Will came from an academic environment and is doing extremely well. Christiana Urbano has been promoted from part time Library Assistant I to full-time Librarian-Cataloger I. The Director is pleased to have retained Christiana, who will soon finish her MLS degree and was going to begin looking for full-time work. Natalie Layne is out on maternity leave and recently welcomed a beautiful baby boy. Both are healthy and well. Caroline Richardson has once again agreed to step into the role of Head of Children’s Services in Natalie’s absence. Abbey Stephens has been temporarily appointed as a Children’s Librarian I while Caroline is in the Supervisor’s position. Anne Clark, Reference Supervisor has just informed the Director that she will be retiring as of effective March 30, 2018 after almost 34 years of service to the library. The Director and Board wish her well.

Several staff members have approached the Director about participating in this year’s Pride Parade as representatives of the Public Library of Brookline. After some discussion, it was moved to allow the Director to look into the feasibility of allowing staff to take part in the Pride Parade. This motion was seconded and passed unanimously. The Director will speak with Human Resources and reach out to other libraries that may participate and report back to the Board.

Call-in Line: The Board of Trustees was reminded that if you are unable to attend the Trustees Meeting you may remotely attend by calling 617-730-2364. Trustees were also asked to alert Mimi via email if you are not attending the meeting or if you will be calling in.

Winchester Public Library: After the recent tragic event at the Winchester Public Library, the Board was informed that the library has panic buttons and an Emergency Lockdown button in place.

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

III. Committee Reports

Programming Committee: Brookline Reads continues to meet and the committee has many upcoming programs based around the event with Colson Whitehead, author of “Underground Railroad”. All of the programs can be found on the library’s website.

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 9:05 p.m.
A true record.
ATTEST

Judith A. Vanderkay,
Secretary
April 2, 2018