

Trustees Minutes

April 10, 2018

A regular meeting of the Trustees of the Public Library was held on Tuesday, April 10, 2018 at 7:00 p.m. at the Main Library. Those present were:

Axelrod	Givens	Jones	Margolis
Burstein	Goldman	Livingston	
Chanyasulkit	Healy	Lohe	

Also present: S. Slymon, Director.

I. Approval of Minutes

M It was moved to accept the minutes of the March 20, 2018 Board meeting. This motion was seconded and passed unanimously.

II. Library Director's Report

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

Financial Report: The rolling annual financial report can be viewed at: <http://bit.ly/2hQydzB>.

The Putterham bathroom project was approved by the Advisory Committee and will be referred to Town Meeting. The Facilities Manager and Children's Librarian positions are in the override. The Director is very proud to have been able to lobby the Town successfully to expand the full-time staff at the Library.

Library Cards: The Director met with the Library Card working group which has some brilliant ideas to move this project forward.

M Coolidge Corner: The Director is not sure what the start date will be for the Coolidge Corner Building project. The first bidding process was not fruitful. Only one general contractor submitted a bid and it was dramatically over budget. The second bidding period closed last week and the Director distributed the contract for the Coolidge Corner project, which no longer includes the Automatic Materials Handler. It was moved to sign the Coolidge Corner Building contract. This motion was seconded and passed with 1 abstention. K. Livingston will send a list of dates for Public Tours/ Meetings about the Coolidge Corner Branch Library Renovation.

Staffing: Anne Clark has retired from the library after many years of dedicated service. There will be a retirement party for Anne on April 24, 2018 from 2:00 p.m. to 4:30 p.m. in Hunneman Hall. The whole Board is welcome to attend. Concerning 2018 summer hours, both Putterham and the Main Library will be open on the weekends this summer. The Director will have a volunteer sign-up sheet for employees to state whether they are willing to work more than one Saturday, as well as how many Sundays they are willing to work.

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

Next month's meeting: The May Trustees meeting will be changed to May 2, 2018 as the following week is Town election week. The Board will meet at 6:30 to attend an Ethics training

session prior to the Board meeting. The election of officers will take place at the June board meeting.

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." Information about all of the programs can be found on the library's website.

Staffing and Hours Committee: Two meetings will need to be held at Putterham for the public informing residents of the plan to have a pilot project this summer to collect data on circulation statistics while the Coolidge Corner Branch is closed. M. Burstein will write something up and send it to the Director.

Library Director Review: A discussion of the Library Director's review took place.

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 9:15 p.m.

A true record.

ATTEST

Judith A. Vanderkay,
Secretary
April 24, 2018