

A regular meeting of the Trustees of the Public Library was held on Tuesday September 11, 2018 at 7:00 p.m. at the Main Library. Those present were:

Axelrod	Jones	Margolis
Goldman	Livingston	Mehta
Healy	Lohe	Vanderkay

Also present: S. Slymon, Director; A. Reed, Assistant Director, and C. Bignoli, Assistant Director of Technology.

I. Approval of Minutes

M It was moved to accept the minutes of the July 10, 2018 meeting with the changes made by the Treasurer. This motion was seconded and passed unanimously.

II. Library Director’s Report

Circulation: Circulation: The circulation chart for August can be viewed at:

https://magic.piktochart.com/output/22098465-2018_08_trustee_report.

The circulation chart for July can be viewed at: https://magic.piktochart.com/output/22098465-2018_07_trustee_report.

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

Brookline Day: This year’s Brookline Day will be held on September 23, 2018 from 11:00 a.m. to 3:00 p.m. This is a rain or shine event. The Secretary distributed a sign-up sheet that still has slots that need to be filled. The Chair reminded the Board that she would like to see Trustees, who are planning to run for office next year, consider signing up for events.

Director’s Outreach: The Director informed the board that ALA voted to Rescind “Hate Groups” Interpretation of Meeting Room Policy interpretations: This can be viewed at: <http://www.ala.org/news/press-releases/2018/08/ala-council-rescinds-meeting-rooms-interpretation-library-bill-rights>. The Director also attended NELLIS II in August, which is the New England Library Leadership Symposium. The II indicates that it is for mid-career leaders. The Director found it invigorating and always interesting to spend time with her mentor and hero, Maureen Sullivan. They read and then discussed “Emotional Intelligence 2.0”.

Coolidge Corner: The Director reported that everything of importance has either been ordered, a Purchase Order opened or, when necessary, a deposit paid. All 8 interoffice library departments have been working together to sort the 11,000+ items that were returned since June 2, 2018 to guarantee a smoother opening process.

Putterham: The Director reported that there will be two surveys of patrons conducted asking patrons how they liked the new hours, and how they used them. One survey will take place at the end of the summer and another in December. The plan is to isolate the summer data and also get overall data. Anecdotally; Saturdays, evenings and mornings have been busy but not Sundays. The Director worked a couple of Sundays there herself and witnessed this first-hand. There have been several notes from patrons indicating they would like us to keep the new hours, but not in overwhelming numbers. The Charles Eames chairs were sold for \$4,300.

Capital Improvement Plan: The Director submitted the CIP for 2026-2028, which includes the renovation of the Main Library with a total of \$38,500,000. The Director hopes to receive \$12,000,000 from the Mass Board of Library Commission and to raise \$7,000,000 with the Town paying the balance.

Staffing: Kevin Thompson has been hired as a new full-time custodian. Interviews are being conducted for the Cataloger II position vacated by Lauren Gallina. Roy MacKenzie has been appointed permanently as the Reference Supervisor position vacated by Anne Clark's retirement. Abbey Stephens has been appointed as the Tween Librarian position.

All staff meeting: How to best serve patrons who are experiencing homelessness was the topic at the September 5, 2018 all-staff meeting.

Library Collectible Toys: The Director distributed a report from the staff Social Media Committee on the status of the collectible toys found recently in the library. There was no contact from any patron who had definitive knowledge of the toys' donors, however patrons have been very responsive. The next plan is to put the toys in the library's display cases and to reach out to Town Counsel, as well as Sherry Hesch former Supervisor of Children's Services here for many years. The Board will be kept informed.

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

III. Committee Reports

Finance Committee Report: The Treasurer distributed a final report for FY18 and was pleased to report that the overall budget came within pennies of being balanced. The Treasurer congratulated the staff.

Coolidge Corner Branch Library Renovation Committee: K. Livingston was re-elected as Chair of the Coolidge Corner Branch Library Renovation Committee. K. Livingston distributed the CCBLR committee report. The Committee met on August 22, 2018 at the Coolidge Corner site and was given a tour by the Director. The Committee discussed replacing the banners that hang outside of the library. The Director proposed fabricating 5 single color banners out of a durable sun-brella fabric carrying the colors from the interior furnishings (carpet, furniture, etc.) out to the banners. The Committee voted unanimously to do this.

Foundation: K. Livingston distributed the Foundation Committee report. There will be 3 tours of the Coolidge Corner renovation by the Director and K. Livingston to potential donors who will be targeted by Foundation members. The Foundation has also agreed to give \$30,000 towards the opening day collection and an additional \$5,000 for the opening day celebration. The Foundation also continues to search for new members.

Programming Committee: The Programming Committee report was distributed. R. Healy was re-elected as Chair of the Programming Committee. The Committee continues to work on a Trustee sponsored author event: An Evening with Hank Phillippi Ryan and Callie Crossley: The Story Behind the Story, which will be held on November 27, 2018.

IV. Old/New Business

M November Trustee meeting: As the Direction will be away for the regularly scheduled Trustee meeting on November 13, 2018, a motion was made to change the November Trustee meeting to November 8, 2018. This motion was seconded and passed with 7 in favor and 1 abstention.

M Harry Potter: The Annual Harry Day Potter will be held at the Main Library on October 28, 2018 from 12:00 p.m. to 6:00 p.m. for families and young fans up to 8th grade, and from 6:30 p.m. to 8:30 p.m. for high school teens and adults. A motion was made to close the Main Library on October 28, 2018 for the

set-up and execution of the Harry Potter event. This motion was seconded and passed unanimously. The Friends of the Library have agreed to pay for this event.

M Furniture/Shelving Disposal Vote: A motion was made for the deaccession of the remaining wooden book trucks at the Main Children's Room and the Putterham Branch. This motion was seconded and passed unanimously. A motion was then made for the deaccession of half of the extra shelving at the Main Library. This motion was seconded and passed unanimously.

Social Media Scavenger Hunt Data:dolls/toys: The Director distributed a report from the staff Social Media Committee on the status of the collectible toys found recently in the library. There has been no contact from any patrons who had definitive knowledge about the toys' donors; however patrons have been very responsive. The next plan is to put the toys in the library's display cases and to reach out to Town Counsel, as well as Sherry Hesch, former Supervisor of Children's Services here for many years. The Board will be kept informed.

Trustee Chair: As P. Mehta has some demanding work restraints for the next couple of months, C. Lohe will run the October Trustee meeting and R. Healy will run the November and December Trustee meetings.

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 8:36 p.m.

A true record.

ATTEST

Koinonia M. Givens,

Secretary

June, 2018