

Trustees of Lunenburg Public Library Meeting
December 15, 2011

Attending: Noelle Bodkin, Lisa Krowitz, Dick Mailloux, John Mara, Kate Murray, Jeanne Raboin, Amy Sadkin, Len Smetana

Meeting called to order at 6:47 pm.

Public Comment: None

Secretary's Minutes: JM motioned and KM seconded to approve minutes as amended, unanimous.

Director's Report:

1. Circulation: November had highest circulation of any November; especially children's books and DVD's (these are 21.2% of total circulation). Freegal is also popular; limit hasn't been reached, still have 778 song files that can be downloaded.
2. Budget - State Aid: First state aid installment arriving soon; LPL is certified for FY12 and will receive approximately \$12,108.16. Budget is on track, still working on different formats for the Library Program's report; please let Amy know if a different format is needed.
3. Staff Update: Kate and Jen worked on the LPL teen web page and it's been approved; Kate is working on a LPL teen Face Book presence; Jen also worked on image issue. Amy attended the first MassLNC meeting on the Evergreen implementation. CWMARS Executive Board meeting: now there are approximately 150 libraries as part of CWMARS and will postpone switching to Evergreen until all updates are ready.
4. Facilities Update: New clock installed and replaced handicapped parking sign; sprinkler testing and fire extinguishers checked – all ok. HVAC had problems this past Monday, finally the controls have been looked at and the Wallace Room unit has been programmed into the HVAC computers. Amy met with the Capital Planning Committee on Nov. 21. A community service volunteer cleaned all of the tables and chairs in the Wallace Room and did some other chores around the building.
5. Technology Update: Jen added very nice photos to the monitor and is working on updating all of the computers.
6. Friends update: Cultural Horizons: West Africa planning is continuing.
7. Other: Sony Reader Library Program: Amy looked into a community read grant through Sony, but due to the popularity the program is closed for now. Amy will revisit this in Spring 2012.

Subcommittee Meeting: Policy Subcommittee will meet to discuss donations and donation boxes (plants, art work, books,). Issues: who owns and insurance. Donation boxes: what size? How do we manage this? How does the library manage the size and amount of donations or a one-at-a-time donation?

Other: A request from the Senior Center director, Doreen Noble (just became a minister), wanted to have a Christmas Eve Service in the Wallace Room. No action was necessary.

Budget: Not ready to discuss the FY 2013 budget. Discussion about swapping LPL Friday close to Monday.

Motion to adjourn meeting at 7:37 pm made by JM, seconded by NB, unanimously approved.

Next meet January 19, 2012 at 6:45 pm.

Respectfully submitted,

Jeanne Raboin
Secretary, Trustees of Lunenburg Public Library