



Lunenburg Public Library

Trustees of Lunenburg Public Library, Meeting minutes
September 19, 2013.

Attending: Lisa Krowitz, Dick Mailloux, Martha Moore, Jeanne Raboin, Robin Venezia, Lars Widstrand, Bob Ebersole
(Board of Selectmen representative)

Absent: Joanne McQuaid, Kathy Murray

Meeting called to order at 6:45 pm in the Sudolnik conference room by Chairperson Jeanne Raboin.

- Public Comment
 - No public comments
- Approval of minutes for June 20, 2013:
 - Motion made by Dick to approve submitted minutes; second by Jeanne. Approved by all except Robin who was not present at the June 20th meeting, and Lisa who arrived after this part of the meeting was completed.
- Minutes: Town Policies and Procedures
 - Dealing with old minutes, getting them to town hall – Town Clerk’s office is looking for minutes of previous meetings that are not in the Town archives.
Jeanne will contact Kathy Murray about Budget subcommittee meeting minutes of 01-24-2013.
Jeanne will also obtain information from Kathy about the meeting minutes for 10-18-2012 (approved as amended at 01-17-2013 meeting but supposedly never submitted to Town Clerk).
Lars will inform Town Clerk about 09-25-2012: agenda was put out but a meeting was never held before the Special Town Meeting on that day.
- Director’s Report – All bullets below, except as noted, are discussed in the Library Director’s Report, which is referenced at the end of the minutes.
 - Budget
 - Personnel
 - State Reports - ARIS & Financial
 - Building: Painting
Overall paint job is going really well, the building looks “brand new” again. The painting contractor Nick Harrison has done a first-class job.
The whole job has come in at ~ 50% of budgeted amount(!).
Jeanne will draw up communication to all involved (painting contractor, DPW staff, library staff involved, taxpayers) thanking them for their work and support.
 - Technology Project & Long Term Tech Support
MUNI, which was supposed to be on-line with official kick-off in July (*this year...*) is still not implemented – at least not for the Library.
 - Library Policies: Difficult Patrons
A Policy subcommittee meeting will be called to review the issues, and create one or more policies for how the library will address eventual upcoming problems. Some of the incidents have been addressed directly by the Director, and the “offending” patrons are no longer visiting the library. The trustees show full support for the actions taken by the Director.
 - Library Programming: Juried Art Exhibit
- Friends of LPL: Update and Endowment
 - October 5th book and bake sale – help is requested from volunteers the week before for set-up and breaking down after the sale. Contributions in form of baked goods are welcome.
 - Endowment team met twice during summer (Jeanne), new financial advisor has reviewed placement of endowment funds and is readjusting the placement of funds. She is doing a good job.

- Trustee Chair: Director Evaluation Instrument
 - Jeanne suggested that the personnel subcommittee call a meeting and look at some instruments for evaluation, to discuss and present at October/November meeting. Subcommittee: Jeanne, Lisa, Dick – to meet in October.
- Other
 - Programs in the Library:
 - Film evenings (last Friday of the month) are going to start up again in the future. These are movies directed at an adult audience.
 - *Simple pleasures* – food demonstrations in the library, simple dishes that are easy to make. No date set.
 - Martha: Reported on the focus group “state-wide-library-card” meeting. The organizers had not looked beyond the perceived benefits. What about differences in library policies, and the individual library’s workload if you have to serve the entire state? It would require additional staff, but would additional funds for this be available from the state? “Pay” library card, as viable option to cover extra costs? Not clear at this point if college libraries to be included in the system – college books are needed primarily for the students at the local college. More unanswered questions than answers at this time.
 - Dick: continuation of OML discussion. We (the trustees) need to set aside some time for this – October / November meeting. To be put on a future agenda.
 - With John Mara leaving, a trustees “tour” of the library to show the new trustees where all the nooks and crannies are – all different little closets etc.
 - Bob Ebersole, representative for the Board of Selectmen: Comments to the above, on OML: The trustees are “doing well”. We meet the criteria for the agenda, but library door (meeting room) needs to be accessible during the whole meeting time. Provision of subcommittees, - *all* need to have minutes created. The May-16 BOD meeting which to a large extent was about the OML; DVD of the meeting should be available for viewing. The meeting will possible also be on You-Tube in the future.
 - Jeanne will put it through the posting on the future meeting notices: “use community wing side door to access the Trustee meeting after 8 p.m.”.
- October meeting to be held October 17, 6:45 p.m.
- Adjourn
 - Motion to adjourn made by Dick, Lisa second at 8:41 p.m.

Respectfully submitted,
 Lars Widstrand
 Secretary, Trustees of Lunenburg Public Library

Referenced documents:
 LPLBoT Agenda for September 19
 Library Director’s Report, including Financial Spreadsheet