



Lunenburg Public Library

Trustees of Lunenburg Public Library, Meeting minutes

December 18, 2014; Mary Ann Sudolnik Conference Room, Lunenburg Public Library

Attending: Jeanne Raboin, Dick Mailloux, Harry Kubetz, Gare Thompson, Robin Venezia, Susan Visser, Lars Widstrand, Robert Ebersole (Selectmen Representative), Kerry Speidel (Town Manager); Troy Daniels (Visitor)

Absent: Martha Moore, Teresa Hathaway, Caroline Griffis (Finance Committee Representative)

The meeting was called to order at 6:45 p.m. by Jean Raboin.

- Public comment: Jeanne Raboin notified the Trustees that she is changing careers; the change will not affect her work with the Lunenburg Public Library Trustees.
- Kerry Speidel, Lunenburg Town Manager was invited for [budget] Q&A session. Ms. Speidel responded to questions regarding impact on the [library] budget due to pending increases in electricity costs, looming cuts in state aid, and possible extension of interim director's contract.
 - Discussion ensued about budget, state aid and possible 1.5% cut of state aid to towns.
 - Utilities are approximately \$7k over [library] budget. Ms. Speidel recommends [that the Trustees] send a memo to FinCom with concern about the utilities budget, with a heads up of the \$7k deficit and request use of FinCom reserve fund to cover.
 - Possible extension of Teresa Hathaway's contract due to extended rehab of Martha and the fiscal implications of this. The workman's comp portion currently covers Ms. Hathaway's pay.
 - Ms. Speidel reminded the Trustees that the budget request is due mid-January; target [Library] budget from Ms. Speidel is somewhat higher than the current [year] spending; current \$353,206.00, projected \$363,849.00.
- Mr. Daniels asked about the [current] budget numbers presented by Ms. Hathaway (submitted report). What percentage of the annual budget the numbers represented? Since Ms. Hathaway was not present, the question was tabled.
- Approval of LPL Trustee Meeting minutes 11-20-14, with revisions recommended by Robin. Motion by Dick, second by Gare; voted all in favor with Susan abstaining (not present in November).
- Director's report: mailed in by Teresa Hathaway
 - Childrens young adults staffing (separate letter); budget numbers (spread sheet)
 - Personnel
Discussion about future staffing levels, full-time vs. part time librarians (due to upcoming retirements)
 - Programming
Karen said small works [art] exhibit and sales went very well.
Harry asked how the [library] programs are initiated – do we solicit input from patrons? Discussion followed revealing that no formal channel exists to obtain public input. People do solicit their own presentations or programs to the library.
 - Technology
People/visitor counter has been broken, needs to be repaired/replaced.
 - Building & Maintenance
Oil-burner is giving continuous trouble, not reliably starting up.

- Holiday Hours: December 24, 2014
Request from Martha: to change from early closing to fully closed on 12-24. Motion was made by Gare, second by Dick, that the library is closed on 12-24. No discussion; voted all in favor.
- Capital Planning: Capital Committee, Village District By-law and January 2015 meeting.
 - Jeanne: were able to book Jamie Toale and Joanna Bilotta-Simone to participate in the January meeting to discuss the village district by-law.
 - 12-22 planning board will have a televised discussion about the village by law
 - Robin: 12-2 capital planning meeting – painting of library was discussed. No answer on indoor lighting, the Green Task Force takes care of that. Indoor is handled by Jim Breault – but he is out sick.
 - Susan will contact Green Task Force to find out how much of the lights (in and/out) are covered by their plan; invite Green Task Force to January meeting.
 - Harry will talk to Jack Rodriquez about repair of furnace – igniter replacement. Possibly also what Jim Breault has for information on lights.
- Other:
 - None
- Next meeting:
 - January 15 2015, at 6:45 p.m. in the Mary Ann Sudolnik Conference Room.
- Adjourn
 - Jean moved to adjourn the meeting; moved by Dick, second by Sue; voted all in favor @ 7:59 p.m.

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

Referenced documents:
LPLBoT Agenda for December 18, 2014