



Lunenburg Public Library

Trustees of Lunenburg Public Library, Meeting minutes
June 16, 2016; Sudolnik meeting room, Lunenburg Public Library

Attending: Dick Mailloux, Harry Kubetz, Kiirja Paananen, Gare Thompson, Susan Visser, Lars Widstrand, Donna Saiia, Martha Moore – Director, LPL;

Absent: Terri Burchfield – FinCom representative; Bob Ebersole – Board of Selectmen representative

The LPLBoT meeting was called to order at 6:45 p.m. by acting Chairperson Dick Mailloux.

- Public Comment
 - Representative of Lunenburg Ledger, Anne Gilman is covering for the Ledger. We may see her at future meetings as well.
- Welcome Re-elected Members

Agenda Items

- Approval of Minutes of May 19, 2016
 - Gare moved to accept the minutes as presented, Susan seconded; voted: all in favor, Lars abstained was not present at the meeting
- Board of Trustees Reorganization
 - Harry moved that we keep the organization as was last year, Gare second; voted all in favor
 - Chair - Dick
 - Vice-Chair - Susan
 - Secretary - Lars
 - Personnel subcommittee: Gare, Harry, Kiirja, Dick
 - Budget subcommittee: Harry, Gare, Donna
 - Endowment subcommittee: Susan and Dick
- Director's Report
 - FY 2016 Budget
 - Discussion about overage and how to spend it within the FY.
Larger tickets: "spinner shelf" purchased for YA-room
Millennium Alarms will install new camera and alarm system
Six ea. 5' folding tables purchased for the community room
New tables for the Children's room with adjustable height legs purchased
Overdrive – bought access to separate account
 - Staff
 - Sherry CWMars resource sharing workshop; Marabeth training on cataloging for Evergreen
New hire – discouraging news, 6 people interviewed, chose 1 person, had good references, but declined at second interview; got counteroffer (expanded duties/hours). Martha will check with Wachusett, Simmons College.

Programs

- Deb and Martha are scheduling programs for the summer, but keeping a lower profile since participation wanes during the summer
 - Building & Maintenance
 - No news on interior lighting project, have met with Jim, Kit and John Londa to decide what lights to get updated.
 - Staff Parking Issues?
 - School demolition, parking will diminish during the take-down of the high school, which means that TC Passios' staff may look for parking at the library. Signage will be posted reserving space for LPL staff; School Superintendent has been informed and will keep an eye on events for us from her side.
 - Capital Planning
 - Carpeting in main room, painting of interior
 - Young Adult Area Report – separate handout.
 - Children's Area Report – separate handout to be shared later.
 - Possible program line in budget/sources of funding
 - Touched base with Karen about what will need to happen, in order to fit it into the budget (admin – adding lines in the actual budget categories)
- Friends of LPL Update
 - Dick: Met first Monday of month, \$\$ to YA book collection has been donated
White board and flip chart mobile unit can be rolled into any room
Book and bake sale \$3,295.72
Annual meeting 7/16 at 10:00 meeting and pot-luck admission: some food to share
Anne Gilman putting together a Pete Lincoln fund raising calendar for [Friends] next year
- Director's Comments re: evaluation
- Director's vacation
 - Board has to approve a one week carryover and send to Nancy.
Gare moved that the director can carry over one week of vacation per. Donna second; voted all in favor
- LPL Trustee meeting dates for 2016/2017
 - Distributed calendar marked up with dates for next year.
- Library of things
 - Borrowing policy – questions from last meeting, actually moved to September meeting.
- Agenda items for upcoming meetings
 - Policy for access and use of Library Trust Funds – October
 - Establish a Marketing/Technology sub-committee
 - Room use by for-profit entities (BPL policies) – October
 - Possible program line in budget/sources of funding
 - Martha asked for input of what type of statistics the trustees would like to see presented during the meeting
 - Martha will discuss how books are selected for purchasing for YA, Children and Adult sections
 - Five year strategy for digital collection?

- Adjourn
 - Motion to adjourn so moved by Gare, seconded by Harry voted: all in favor at 7:58 p.m.

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

Referenced documents:

LPLBoT Agenda for June 16, 2016
Director's report
Children's librarian's report
YA librarian's report