

• BELMONT PUBLIC LIBRARY
MASSACHUSETTS

BELMONT,

• MEETING OF THE BOARD OF TRUSTEES
2009

OCTOBER 20,

•
• The meeting was called to order at 7:42 in the Flett Room by Chair Matt Lowrie. Present were trustees Mary Keenan, David Rich and Heli Tomford and Director Maureen Connors. Trustees Elaine Alligoode and Hal Shubin were absent.

• The minutes for the meeting of September 24, 2009, were unanimously approved as amended on a motion by Trustee Tomford, seconded by Trustee Keenan.

•
• OLD BUSINESS:

• Superintendent of Schools Entwistle will be at our meeting on November 17th. This meeting will start at 7 p.m.

• There is a need to investigate the lot size needed for the new library to get the site settled. Director Connors will confer with Trustee Shubin who has been attending the Restructuring Committee and CPOC (Capital Project Overview Committee) meetings.

• The library will file with the MBLC (Massachusetts Board of Library Commissioners) for a grant extension.

• One Book One Belmont was a success; Ian Scully is creating a DVD on the events held. Thanks are being extended to all supporters by personal letters and a Letter to the Editor of the Citizen-Herald.

• The work on the library website is continuing with implementation scheduled for November. Chair Lowrie is reviewing the contract.

• The components of the waiver for meeting the MAR (Municipal Appropriations Requirement) were discussed.

•
• NEW BUSINESS:

• The staff is concerned about the flu especially parents' bringing sick children to the library. As Trustee Tomford noted, as a public building we are under the umbrella of the Health Department which sets the policy for such situations. A meeting of the staff for the Long Range Plan will be forthcoming.

• Director Connors will complete the self-evaluation for the next meeting of the trustees.

• Work on the FY11 budget is beginning with some changes in the format. There will be more discussion of this at the November 17th meeting as information is due to the town by November 23rd. The question of a self-charge unit was raised; is this an important and needed purchase? Should we consider going to town meeting with this item? Is RFID the wave of the future?

•
• COMMITTEE REPORTS:

• The Collection Development Policy will be reviewed by the staff; this policy will be ready at the end of December, 2009.

- Union negotiations, specifically the responsibility of managers to evaluate their staffs, are under consideration by the union members. Director Connors will ask at the town department heads meeting for the timetable for new contracts so that the library may be part of the process. It is recognized that these challenging times need creative thinking.
-
- At the October meeting of the Friends of the Library, one board member suggested that the trustees recognize the hard work of the Friends in support of the library. Trustee Keenan will work on listing “whereas” for a forthcoming statement of commendation.
-
- By the next meeting there needs to be a statement of what it means to lose the MAR. This will be sent to the Warrant Committee’s Library Sub-committee as requested by the same.
-
- Trustees discussed ways to compliment the staff on their professional attitude as well as suggestions to address patrons’ complaints. As these areas need to be identified and quantified, the trustees will work on this at the November and December meetings.
-
- The next meeting will be held on TUESDAY NOVEMBER 17TH AT 7 P.M.
- NOTE: 7 P.M. – to meet with the Superintendent of Schools
-
- A motion to adjourn by Trustee Tomford, seconded by Trustee Rich, was voted unanimously at 9:03 p.m.
-
- Respectfully submitted,
- Mary E. Keenan, secretary