

• BELMONT PUBLIC LIBRARY  
MASSACHUSETTS

BELMONT,

• MEETING OF THE BOARD OF TRUSTEES  
2009

November 17,

•  
• The meeting was called to order at 7:05 p.m. in the Flett Room by Chair Matt Lowrie.

- Present were trustees Elaine Alligood, Mary Keenan, Hal Shubin, and Heli Tomford as well as Director Maureen Connors and Superintendent of Schools George Entwistle. Trustee David Rich was absent.

• After Superintendent Entwistle reviewed the town-wide proceedings that will serve to provide background for the 18 month improvement plan, the trustees noted the contributions of the Friends of the Library as well as the staff's working with teachers in the Belmont Public Schools. With overlapping constituencies, it is well for the library and the school department to continue to work together.

• Attached: Supporting the Belmont Public Schools: On-going activities at the Belmont Public Library.

• The minutes for the October 20<sup>th</sup> meeting were unanimously approved as amended on a motion by Trustee Tomford, seconded by Chair Lowrie. The minutes for the meeting of October 13<sup>th</sup> were similarly approved on a motion by Trustee Alligood, seconded by Trustee Shubin.

• OLD BUSINESS:

- All trustees must sign the statement that they have received the notice regarding the Conflict of Interest Law.
- The Long Range Action Items for FY11 have the Kindles under "New technologies."
- Director Connors noted that space for the CD and DVD collections continues to be an issue. The topic of the library's being open on Sundays was again discussed with Chair Lowrie expressing the idea that this is not the year to fundraise for Sunday openings. Once an item is paid for with fundraising, that becomes the pattern. It is better to work to get the money for Sunday openings back into the budget. A motion to approve the Action Items of the Long Range Plan as amended was unanimously approved on a motion by Trustee Shubin, seconded by Trustee Alligood.
- The Capital Budget for FY11 was considered; only two items –a new building and parking lot repairs – are included. All other items are considered as maintenance.
- A motion to approve the Capital Projects for FY11 as written was so moved by Trustee Alligood, seconded by Trustee Shubin; it was voted unanimously.

• The Budget FY11 is due in mid-December with a new format. The budget sub-committee, in addition to Director Connors, is Chair Lowrie and Trustee Keenan.

- Work on the new library web-site is progressing.

- The information on the revised MAR (Municipal Appropriation Requirement) has been sent to the Warrant Committee’s library sub-committee.
- Director Conners reviewed the changes to the MBLC Construction Program. Work will continue on follow-up to the legal issues regarding a new site for the library.
- NEW BUSINESS:
  - Director Conners explained the new Policy for Ear buds. The first pair is given to a patron free; each subsequent pair to the same patron has a cost of \$1. The trustees voted unanimously to approve the sale of ear buds at \$1 a pair on a motion by Trustee Shubin, seconded by Trustee Alligood.
  - After Director Conners reviewed the holiday schedule, the trustees voted unanimously to accept a schedule that provides that the library close at 5 p.m. on Wednesday, November 25<sup>th</sup> ; on Thursday December 24<sup>th</sup> to be closed; on Thursday December 31<sup>st</sup> – New Year’s Eve – to close at 5 p.m. The motion made by Trustee Tomford was seconded by Trustee Shubin. Director Conners will speak with the custodial staff to review the times appropriate to close doors to patrons.
  - The Friends of the Belmont Library are having a “friendraising” on Saturday, November 21<sup>st</sup>, from 10 – 11:30 a.m. The Friends are very pleased with the resolution read at town meeting thanking them for their continued work in support of the library.
  - The next meeting will be held on **Tuesday December 15<sup>th</sup> at 7:30 p.m.**
  - The meeting adjourned at 9:20 p.m. on a motion by Trustee Shubin, seconded by Chair Lowrie, and voted unanimously.
  - Respectfully submitted,
  - Mary E. Keenan, secretary