

BELMONT MEMORIAL LIBRARY BELMONT, MASSACHUSETTS
MEETING OF THE BOARD OF TRUSTEES

December 18, 2007

The meeting was called to order at 7:31 in the Claflin Room by Chair Hal Shubin. Present were Trustees Elaine Alligood, Mary Keenan, Matt Lowrie and Director Maureen Conners. Trustee Heli Tomford was absent.

Minutes for the meetings of November 9th and 13th were unanimously approved on a motion by Trustee Lowrie, seconded by Trustee Alligood.

FY09 Budget: Some changes have been made in the budget due to on-going negotiations with a union. The question of Sunday openings was again raised with the trustees recognizing the importance of these and their value to the community. This will be brought to the attention of the Warrant sub-committee. Director Conners will write a press release on the status of the new library and include the matter of Sunday openings. A banner out front was also suggested to alert patrons to the openings which begin in January.

No monetary amount for a new building was included in the budget; this will be presented in person to the committee. Town Building Director Kevin Looney has targeted 2010 for a library security system, part of the town-wide action on security. Director Conners reminded the trustees there is a security system in place in the main library.

Dustan fund: Trustee Tomford will continue her conversation with Attorney Ken Fish.

Five-year Long Range Plan (LRP): There will be a survey sub-committee named at the next trustee meeting to revise this component of the plan; the survey will be conducted in March. Director Conners will gather surveys used by other libraries for this sub-committee. The survey will be on paper as well as on-line. Chair Shubin requested that Director Conners establish a schedule for the end of the process of the LRP as she had done for the initial work of the LRP. Director Conners asked the trustees to think about what they want to include in the LRP.

One Book, One Belmont: Director Conners reported on the superb work of the committee spear-headed by the Coordinator of Public Services, Emily Reardon. The Belmont Cultural Council and Belmont Rotary are among the underwriters for this project.

Music on Sundays: Thanks are extended to librarian Carol Baer for bringing the B.E.D. group to the library. Trustee Lowrie, who introduced the group, reported on the audience's pleasure at the event.

New Business: There will be a press release regarding the trustee vacancy. Director Conners addressed the inaccuracies in the police blotter report of an incident at the library. Chair Shubin asked that a policy for young people exhibiting inappropriate behavior in the library be formulated as part of the policy revision process.

Plans for the Circulation Desk renovation were explained. When the documents have been cleared, Director Conners will write a press release on this project. A Frequently-Asked-Questions sheet will also be prepared, with information on the library bulletin board.

As some at Benton are concerned regarding the library sign there and have reported an offer of pro-bono work to remedy this, the Friends of Benton will be asked to bring a proposal for the sign work to the trustees.

In the event of future weather-related library closings, word will be sent to the Cheney Middle School as well as Belmont High School informing the students of this, in those cases when those schools are still in session at the time the library closing decision is made.

The next meeting is scheduled for Wednesday JANUARY 16TH with any special meeting to be called as needed.

The meeting was adjourned at 8:50 p.m. the motion by Trustee Lowrie, seconded by Trustee Alligood, passed unanimously.

Respectfully submitted,
Mary E. Keenan, secretary