

FLETT ROOM, BELMONT MEMORIAL LIBRARY
BELMONT, MASSACHUSETTS

MEETING OF THE BOARD OF TRUSTEES MARCH 20, 2007

The meeting was called to order by Chairman Shubin at 7:39 p.m. Present were Trustees Elaine Alligood, Mary Keenan, Jil Westcott, Heli Tomford, Matt Lowrie, and Director Maureen Conners.

Old Business:

1. Chairman Shubin announced that minutes where the Library staff name tags were discussed have been declassified. The previously classified minutes of 4/11/06, 2/28/06, 1/24/06, and 12/13/05 are now available in full as well.
2. The current minutes from February 12 and 22nd were discussed and approved.
3. Chairman Shubin reported that the Director's review evaluation form will be sent to Trustees along with the 2007 goals paper for Trustees to complete.

New Business:

1. Town Meeting Coffees are planned by the Friends with Trustee participation to answer questions and discuss Library building issues. The Friends are mailing and handing out postcards for these precinct based meetings.
2. Much discussion ensued over strategies and issues for the run up to Town Meeting (April 23, 2007) and how best to present the need for a Library Building Committee to Town Meeting members.
3. The Trustees reviewed the Capital Projects Planning Group meeting held last week. The suggestion was made to speak to Wellington supporters about possible joint support projects.
4. Trustees discussed wording for the article for Town Meeting to vote on a building committee. Wording was drafted, agreed upon, and a motion to submit to the Town Meeting warrant was made by Chair Shubin, seconded by Trustee Alligood and passed unanimously.

Committee Reports:

1. Benton: The Friends of the Benton group funds can not go into a revolving account. The funds can not be used to pay salaries, they can be a gift receipt account set up with the Town Treasurer. The money must be deposited ahead and the Library Trustees then decide how to allocate it for Benton needs. The cost of running Benton is approximately \$50.00 per hour.
2. Revolving Fund: Trustee Westcott is meeting with Town Accountant Barbara Hagg to discuss the appropriate wording for the revolving account article at Town Meeting. Trustee Lowrie moved to authorize adding the library to the list of the Town's revolving funds accounts. Trustee Keenan seconded and it passed unanimously.

Director's Report:

1. Director Conners reported that she would investigate the issues and possibility for creating a checkbox on Town Real Estate tax invoices for a Library donation.
2. Director Conners reported that the recruitment for the new generalist librarian position has hit a snag with the coincidental withdrawal by both candidates, each for personal reasons unrelated to the position.

There will be a public relations planning meeting jointly sponsored by the Belmont Library Foundation and the Friends of the Library on Tuesday April 10, 2007 to prepare for Town Meeting. Details will follow for place and time.

The next Trustees Meeting will take place in the Flett Room at the Main Library Building, at 7:30 p.m. on April 24, 2007.

The Meeting adjourned at: 10:14 pm.

Respectfully submitted,

Elaine Catherine Alligood
Secretary