

ANNUAL MEETING OF THE BOARD OF LIBRARY TRUSTEES APRIL 12, 2011
BELMONT PUBLIC LIBRARY, BELMONT, MASSACHUSETTS

The meeting was called to order at 7:33 P.M. in the Claffin Room by Library Director Maureen Conners. In attendance were Trustees Elaine Alligood, Mark Carthy, Mary Keenan, Matt Lowrie, Sarah Phillips, and Matt Sullivan.

As out-going Chair of the Trustees, Matt Lowrie welcomed newly-elected Matt Sullivan to the Board of Trustees.

Director Conners called for nominations for Chair. Trustee Sarah Phillips nominated Matt Lowrie. This was seconded by Trustee Elaine Alligood. Chair Lowrie was elected with a unanimous vote.

Director Conners called for nominations for Vice-Chair. Trustee Mary Keenan nominated Mark Carthy. This was seconded by Trustee Alligood and voted unanimously.

Director Conners called for nominations for Secretary. Trustee Carthy nominated Mary Keenan. This was seconded by Trustee Alligood and voted unanimously.

The annual meeting was adjourned at 7:35 P.M.

Respectfully submitted,
Mary E. Keenan, secretary

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

APRIL 12, 2011

The meeting was called to order at 7:35 P.M. in the Claffin Room by Chair Matt Lowrie. Present were Trustees Elaine Alligood, Mark Carthy, Mary Keenan, Sarah Phillips, and Matt Sullivan and Director Maureen Conners.

Minutes for the meeting of March 29, 2011, were approved on a motion by Trustee Phillips, seconded by Trustee Alligood, and voted unanimously.

Old Business: Chair Lowrie and Director Conners reported on the meeting with the Capital Budget Committee. At that meeting, the question of a joint library/high school science wing was raised. The cost saving would be a shared wall and boiler. The library architect is looking at this possibility, but there is no alternative site in the Massachusetts Board of Library Commissioners (MBLC) grant. Currently there is no state structure for grants for both the library and the high school simultaneously. The question of the public with access to the high school campus was raised once again, as was the question of parking for the library patrons.

Chair Lowrie and Director Conners reported on the sub-committee meeting of the Selectmen, School Committee and Trustees to consider the site on the north side of Concord Avenue which impacts the JV softball field. How does this affect high school accreditation and funding for future high school building projects? Alternative sites such as Hittinger Field, PQ Field, the Purecoat site, the incinerator site, and Rock Meadow were considered. At the latter, baseball was once played. The deed was reviewed and further study of this will be made.

Reporting on a budget update, Director Conners stated that due to a decrease in electric rates and a savings in the health account, there are some limited funds available. Town Administrator Tom Younger sees an increase of one hour (from 2-5 P.M. to 1-5P.M.) as a possibility for the library. The Capital Budget request for a microfilm reader has been approved.

PR for Town Meeting was next considered with a review of Chair Lowrie's Powerpoint presentation. Three areas to emphasize were the site, the design - what is shown is to meet MBLC grant requirements - is not the final design, and the plan to ask for around only \$7M for a new library. There will be no further mailings from the trustees to town meeting members. There are two informational coffees left: Wednesday April 13th and Thursday April 21st.

New Business:

Director Conners detailed the problems with the library van. The library will share a town van when one is needed.

The next meeting will be Tuesday April 19th at 7:30 P.M.

The meeting was adjourned at 9:37 P.M. on a motion by Trustee Carthy, seconded by Trustee Sullivan and voted unanimously.

Respectfully submitted,
Mary E. Keenan, secretary

Exhibits:

Agenda for meeting April 12, 2011
Minutes for meeting March 29, 2011
Activity Report March 2011

Belmont Public Library
Activity Report For The Month
of March 2011

Days open 2010: 27
Days open 2011: 31

Agency	March <u>2011</u>	Increase Over <u>Mar 2010</u>	Cumulated <u>2011</u>	Cumulated Increase <u>Over 2010</u>
Adult	25,664	(536)	71,919	(1,395)
Juvenile	<u>23,825</u>	<u>1,762</u>	<u>64,437</u>	<u>2,100</u>
Total	49,489	1,226	136,356	705

Average Daily Circulation

	<u>2011</u>	<u>2010</u>
Adult	828	970
Juvenile	769	817

Non-Book (included in above figures)

Adult	11,127	2	31,755	(595)
Juvenile	<u>4,903</u>	<u>43</u>	<u>13,938</u>	<u>(414)</u>
Total	16,030	45	45,693	(1,009)

DVD

Adult	7,651	338	21,895	323
Juvenile	<u>3,756</u>	<u>389</u>	<u>10,646</u>	<u>689</u>
Total	11,407	727	32,541	1,012

Downloadable Audiobooks

Checkouts	166		336	
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Internet Use

Internet	4,102		10,686	
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Interlibrary Loan:

Borrowed	35		100	
Loaned	39		111	
Faxed	4		4	

Young Adult Circulation

1,732 219

ACTIVITY REPORT FOR THE MONTH OF MARCH 2011

Reference and Information

	March <u>2011</u>	Increase Over <u>Mar 2010</u>	Cumulated <u>2011</u>	Cumulated Increase <u>Over 2010</u>
Adult	3,596	(238)	9,821	(184)
Email	<u>20</u>	<u>18</u>	<u>29</u>	<u>8</u>
Total	3,616	(220)	9,850	(176)

Book Processing

Added:	1,349
Withdrawn:	827
Repaired:	118

Meeting Room Use

<u>Room</u>	<u>Times Used</u>	<u>Attendance</u>	<u>Cumulated Times Used</u>	<u>Cumulated Attendance</u>
Assembly	23	1,047	64	2,876
Flett	41	893	99	1,560
Misc.	<u>22</u>	<u>892</u>	<u>48</u>	<u>1,298</u>
Total	86	2,832	211	5,734

Library Sponsored Programs (included in above figures)

Adult	11	901	21	1,484
Juvenile	35	1,067	78	2,400
Young Adult	<u>4</u>	<u>71</u>	<u>7</u>	<u>88</u>
Total	50	2,039	106	3,972

Circulating Passes:

		<u>Pass Cumulated</u>
Aquarium	25	68
Audubon	8	11
Boston By Foot	- (Pass not available in Mar.)	-
Children's	25	67
DeCordova	9	24
Discovery	18	39
Essex/Peabody	18	38
Fine Arts	39	116
Gardner	7	23
Harvard Art	3	4
Harvard Natural History	14	37
Institute of Contemp. A	12	27
Kennedy Library	8	20
Mass Parks Pass	-	-
Plimoth Plantation	1	1
Science	39	113
Zoos	<u>15</u>	<u>27</u>
Total	241	615