

The meeting was called to order at 7:41 p.m. by Chair Hal Shubin. Present were Trustees Elaine Alligood, Mary Keenan, and Heli Tomford and Director Maureen Conners.

Old Business -

Budget: Director Conners explained the downward adjustment to the Book Budget and to Health Insurance in the FY09 budget to concur with changes made by the Town. A correction was made to the Electricity line item as well.

Dustan Extension: This is a five year extension to the Jane Gray Dustan Children's Education and Enrichment Fund pertaining to the funding of a new library building. Trustee Tomford explained that the earned interest is not segregated w/i the \$100K of the fund. The document was sent to Dustan trustee Ken Fish for his signature.

5 Year Long Range Planning Committee - Ten submissions for membership on this committee were reviewed. Director Conners will send out the final decisions. The survey sub-committee will finish polishing the survey.

Belmont Library Foundation - A trustee appointment to this committee is still pending.

Circulation Department - Congratulations to Lisa Cassidy on her appointment as Supervisor of this department. Lisa's years of service to the library were noted. The position of assistant will be posted.

Circulation Reconfiguration Update - The papers for this work are at the office of town counsel. A start date is dependent on the completion of the mill work for this project. Everything is in place for this work - phone lines, staff FAQ sheet to answer patrons' questions. Patrons will be asked to limit the number of reserves during the work period.

David Johnson, who has given of his services so generously both for this project and for the re-design of the YA area, will be asked to cut the ribbon when the project is completed. Trustee Alligood asked if the trustees would establish an award for exceptional services to the library. Director Conners will investigate the cost of commemorative chairs.

New Business -

Plans for this year: Chair Shubin outlined his three goals:

1. fixing a site for the new library,
2. exploring Benton Branch library,
3. determining if there should be a request for an Asst. Director.

The Capital Projects Overview Committee (CPOC) report was reviewed. Now that this is completed, the trustees must move quickly to secure a site and gain approval for this site from the Massachusetts Board of Library Commissioners (MBLC). There is no time to waste with a forthcoming state grant on the horizon. Chair Shubin will explain the need for action on this to the selectmen, especially the newly-elected Ralph Jones; an important reference will be Patience Jackson's (MBLC liaison to libraries) explanation of the grant award process. Trustee Keenan will draft a letter of thanks to the CPOC for their careful consideration of the library.

As part of awareness-raising, the role of the Belmont Library Foundation was considered. Should there be an effort to raise support for a new library? When should fund raising start? There are people willing to give at this time. The new chair of the BLF will be invited to the next trustees' meeting to continue this conversation.

Risk Audit: The recommendations to the library were carefully reviewed. The consensus was that the town's policy on CORI checks should be the one we implement.

Committee Reports -

The Policies Committee will incorporate suggested changes and return with a clean copy of the policies on behavior and on exhibits while proceeding with their review of other policies. Chair Shubin suggested that Trustees have ample time to review changes and send comments back to subcommittee members before the Board is asked to vote on them.

Friends of the Belmont Library will hold their annual meeting at 9:30 a.m. on Thursday, May 1st. Ralph Jones will address the group; as customary, volunteers will be recognized for their service to the library.

The next meeting will be held on Tuesday, May 20th.
The June meeting will be held on Tuesday, June 10th. This is the second, not the third Tuesday!
At this time it seems that the July meeting will be held on Tuesday, July 15th.
It is likely that the August meeting will be moved from Tuesday the 19th to the 12th.

On a motion by Trustee Alligood, seconded by Chair Shubin, and unanimously approved, the meeting was adjourned at 9:22 p.m.

Respectfully submitted, Mary E. Keenan, Secretary