

Minutes of the Belmont Public Library Board of Library Trustees Monthly Meeting

8 April 2010 Claflin Room 7:40 p.m. – 8:45 p.m.

Present: Director Maureen Conners, Trustees Elaine Alligood, Mary Keenan, Matt Lowrie, Sarah Phillips, Hal Shubin.

Trustee-elect: Mark Carthy

Guest: Kevin Looney, Town of Belmont Buildings Dept.

Chair Lowrie called the meeting to order. The topic of the generator was presented by Mr. Looney. Having a generator for the library's elevator would cost \$35K; the Capital Budget Committee is not in favor of this. The installation of battery packs on the emergency lights in the library has been completed. Mr. Looney explained the need for a generator for the town's switch gear located in the library. Asked about the noise level, Mr. Looney stated it would run 10-15 minutes a month. After discussion, Chair Lowrie moved to authorize the installation of the generator in the location of the southeast corner subject to agreeing on the land proposed to make it as unobtrusive as possible. Seconded by Trustee Shubin, the motion passed unanimously.

ACTION: Director Conners will coordinate the generator work with Mr. Looney and with the Garden Club as the trustees favor landscaping, not fencing, the generator.

Evaluation: Chair Lowrie asked Trustee Shubin to aggregate the data.

ACTION: all evaluations are due at this time.

Approval of minutes for March 9th meeting – The minutes were unanimously approved on a motion by Chair Lowrie, seconded by Trustee Shubin, with the correct spelling of Trustee Carthy's name noted.

MBLC Grant – Director Conners has notified the Massachusetts Board of Library Commissioners (MBLC) that the Belmont Library is not pursuing the present grant round. The deadline for the new grant round is October. A library site is a priority for the trustees.

ACTION: Director Conners will notify the Town Administrator and Board of Selectmen of the library's withdrawal from the present grant round.

Chair Lowrie will continue the dialog with the Selectmen, Community Development, and the School Committee; Trustee Shubin with the Light Department.

The question of how to strategize for funds for the library was raised by Trustee Carthy. A discussion of this included the role of the Belmont Library Foundation.

ACTION: Trustees are to make their plans for this then take steps to realize them.

Trustees were cautioned to follow the Open Meeting Law in any discussions.

ACTION: There will be a refresher on the Open Meeting Law at the May meeting.

New Business: Elevator problems continue. Schindler Elevator Company will provide an estimate and options for a solution. Then the library will meet with the Capital Budget Committee.

ACTION: Director Connors will provide official notification of this to town officials.

Committee Reports:

Policies – After a discussion of policy vs. procedure, Chair Lowrie moved that the Board of Trustees authorize the Director and the Chair to amend the Behavior Policy and the Internet Use Policy to provide for a procedure for the Director to suspend or revoke a patron's privileges with an appeal to the Board. Seconded by Trustee Alligood, the motion passed unanimously.

ACTION: the Chair and the Director will so amend the policy.

Friends of the Library – Trustee Keenan reported that the Friends did not approve of the idea of “selling” books at the Benton Branch for food donations. The Friends, especially Board member Anne Lauriat, are working with Librarian Corinne Chan on a Books in Bloom event for January/February 2011. The Friends will have their usual presence at Town Day.

Ideas:

ACTION: The trustees are to list all related activities.

ACTION: Director Connors will verify the DVD test equipment.

A discussion of summer Saturdays and Sunday openings:

- approximate cost per Sunday - \$800.
- opening 4 hours on Saturdays in summer – approximate total cost \$5200
- opening 16 Sundays for 3 hours – approximate total cost \$9000.

NEXT MEETING TUESDAY MAY 18TH 7:30 p.m.

On a motion by Trustee Shubin, the Board moved to Executive Session to discuss personnel matters. The roll call vote was unanimous in favor of this motion.

Respectfully submitted, Mary E. Keenan, secretary