

The meeting was called to order at 7:32p.m. in the Flett Room by Chair Hal Shubin. Present were Trustees Mary Keenan, Matt Lowrie, David Rich, and Heli Tomford; Director Maureen Conners and Lisa Cassidy. Trustee Elaine Allgood was absent.

Director Conners introduced Lisa Cassidy in her new position as Supervisor of Circulation. The minutes for the annual meeting and the regular meeting, both held on April 15th, were unanimously approved on a motion by Trustee Rich seconded by Trustee Tomford.

Old Business:

Work continues on meeting the MBLC Long Range Plan requirement. 200 surveys have been received to date; data is being entered on the computer by capable student volunteers.

It was noted that the Trustees appoint two members of the Belmont Library Foundation (BLF); one of these positions is currently open. Trustee Tomford made a motion that Martha Gallagher, out-going president of the BLF, be thanked for her leadership; seconded by Trustee Rich, the motion passed unanimously. Chair Shubin will take care of this.

The question of a discretionary fund with contributions from trustees to cover presents for retirements, etc. is again on the table. The town treasurer, Barbara Hagg, has stated this must be handled privately. Director Conners will inquire how other towns handle this, while Chair Shubin will discuss it with Selectman Firenze.

Interviews are in process for the Circulation Library Assistant II position.

The Circulation Area reconfiguration work is proceeding with the bid awarded to Federal Construction. A motion by Trustee Keenan to approve the contract for this work was seconded by Trustee Lowrie and voted unanimously. Architect David Johnson and Steve Sala, Permanent Building Committee liaison, are working actively on this project. With anticipated disruption of the circulation area and the end of the school year, Director Conners explained her request for a fine amnesty period and a fine-free time during construction. Trustee Tomford moved that there be a period of amnesty for the close of school and a fine-free period through substantial completion of the reconfiguration. Seconded by Trustee Keenan, the motion passed unanimously.

New Building Site: With a vote by the General Court on the library bond bill expected before the end of this legislative session on July 31st, it is critical that the library site be designated as soon as possible. The report of the town's Capital Project Overview Committee, which recommended that the library be located on the north side of Concord Av., calls for a Concord Avenue Corridor study committee. As the library has completed two feasibility studies, the trustee chair and library director will speak with the selectmen and town administrator to ask that the site be decided in tandem with the Corridor study committee. Determination of a site is a critical need for planning, including fund-raising and building design.

As the library grant application was approved for the present site, it is urgent that this matter be addressed so the MBLC may be advised and able to take the necessary action to approve a new site and insure our state grant will be awarded.

New Business:

The cleaning contract will again be put out to bid; the previous bid round resulted in many errors in the bids received. The present cleaning company will extend its time to facilitate this process.

The question of business/corporate sponsorships was discussed. What is the situation in other libraries? With fundraising for a new building in the future, it is hoped businesses would take a key role at that time.

Policies:

Three policies were reviewed: Behavior Policy for Patrons
Children in the Library

Exhibit and Display Policy.

The latter was amended to include "to" in the introductory paragraph of the Exhibit and Display Policy so it now reads " given to library. . . "

Trustee Rich moved that the three policies be accepted as revised; Trustee Tomford seconded the motion which passed unanimously. Trustee Tomford advised the group that the gift policy will be discussed by the policy sub-committee (Tomford, Keenan, Connors) with representatives from the Friends and the BLF at a meeting scheduled for June 10th..

CORI:

There is no town-wide policy for this. Trustee Keenan moved that the CORI check be instituted for new employees and further proposed that it be presented during negotiations with present union employees. Seconded by Trustee Lowrie, the motion passed unanimously.

Friends of the Belmont Library Annual meeting: Trustee Tomford reported on this event; Selectman Ralph Jones was the speaker.

The Historical Society has expressed concern about the painting Birches. Director Connors noted it had been appraised by Vose Galleries and that it was not clear whether the Society or the library owned the painting; she will check on the painting. Director Connors did note that there is an inventory of all art works at the library.

Next meeting:

Tuesday June 10th 7:30 pm monthly meeting of the Board of Trustees

The meeting was adjourned at 9:54 p.m. on a motion by Trustee Tomford, seconded by Trustee Lowrie, and approved unanimously.

Respectfully submitted,

Mary E. Keenan, Secretary