

LAKEVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
January 8, 2015 - Library Local History Room

The meeting was called to order at 9:15 a.m. by Board Chair Nancy LaFave

PRESENT:

Trustees: Nancy LaFave, Ruth Gross, Don Fronzaglia
Library Director: Olivia Melo

READING OF MINUTES:

The December 11, 2014, minutes were approved as submitted. (*Motion made, seconded, passed.*)

DIRECTOR'S REPORT:

The December Director's Report was presented. Numbers were up from December of last year. Every staff member now has a specific specialty and/or responsibility.

Pamie Tan is doing a great job with the local author program. The most recent author's book talk/book signing drew 40 participants.

Youth Services Librarian, Teresa Mirra presented a monthly report with an overwhelming amount of programming for our young patrons. Teresa is running interest-clubs for many different activities - legos, art, science and Minecraft among others. The Friends donated \$500 for Snap Circuit kits, electrical circuit kits to coordinate with the schools' focus on STEM (science, technology, engineering, math), and the organized program to apply the kits drew 24 children in the first two sessions. Teresa has applied for and received 4 Cultural Council grants, as well as two additional grants for 2015.

Teresa, with the help of Beki Greenwood, planned a very successful "Noon Years' Eve" party with a countdown to midday on December 31. There were 120+ attendants who enjoyed a craft, pizza party, video, photo booth and countdown to Noon Years'. It was a great success. Teresa and Beki were assisted by Diane, Pamie and Carol.

The Knitting Club enjoyed a holiday party with dinner, a game and a charity donation.

We have new staff performance review forms. Olivia will have the forms in by March 1. Nancy and Ruth agreed to put Olivia's performance review on the same cycle - to be completed by March 1.

LAKECAM:

LakeCAM is planning to do a live auction for the Chair-ish Your Library event in the gallery in April.

LakeCAM is looking for a new studio space, but will keep the office in the library as a satellite studio.

GREEN AGAIN:

Nancy reported that many of the benches have been brought under cover for the winter.

BRICKS:

Ruth reported that the complete brick order is in. She has decided to make the commemorative brick walkway an ongoing project. The bricks will be installed once a year in the spring.

GALLERY ARTS COMMITTEE:

Nancy is planning an exhibit for the 10th anniversary of the present library building in August.

Don suggested we have an exhibit of one piece of art from each of our former artists and conclude it with an art auction. Nancy suggested we do it to commemorate the 10th anniversary of the gallery in August 2017. Ruth will present the idea to the Gallery Arts Committee.

Don also suggested we make it clearer to the public when art work is for sale.

LONG RANGE PLANS

Olivia needs to continue to update job descriptions. She has the two 20-hour jobs descriptions to update.

In keeping with the Long Range Plan's technical component, Olivia plans to purchase 4 scanners to read patrons' library card bar codes on their phones.

Olivia's vision of hours to better serve the public: Monday - open at 10:00, instead of noon; Wednesday, close at 8:00, instead of 6:00. The cost is in the manpower, not the overhead. Olivia wants to concentrate on adding more hours in 2016.

NEW BUSINESS:

The staff has requested to meet with the Trustees to discuss summer hours. The Trustees would like Olivia to be the recipient of any suggestions or concerns from the staff and then present them to the board, so requested that Olivia meet with the staff to discuss this matter and hold regular staff meetings.

DONATIONS:

Olivia presented a review of the accounts of the Gallery and Brick Fund Raiser.

Nancy visited the Rochester Library to view a bench that may be the type we would purchase as a memorial to Cathy Goodfellow.

GREENS FAIR:

The Greens Fair was changed from May 16 to May 9. Businesses will have a display table to present what they have to offer and environmental information. The Board voted to accept the plan and the date change. (*Motion made, seconded, passed.* Nancy abstained.)

NEXT MEETING: Thursday, February 12, 9:00 a.m.

MEETING ADJOURNED: 11:15 a.m.

Respectfully submitted,
Ruth Gross