

LAKEVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
January 12, 2012 - Library Local History Room

The meeting was called to order at 9:20 a.m. by Board Chair Nancy LaFave

PRESENT:

Trustees: Nancy LaFave, Betsy Walters, Ruth Gross
Library Director: Olivia Melo

READING OF MINUTES:

Minutes of the November 8, 2011, meeting were approved as corrected.
Minutes of the December 8, 2011, meeting were approved.

DIRECTOR'S REPORT:

- Olivia is on the COSTEP board and is the publicity chairperson. The framework of this organization is for states to have a strategic plan for archives - in case of emergency, libraries and other archives will have a protection plan. The Library Board is pleased that Olivia have been offered such prestigious positions.
- E-readers: devices to download books. Since many of our patrons are getting these devices, the staff is being trained on downloadable collections in preparation for questions after the holidays. The process is still evolving, but the demand is there. Before E-books, our contribution to Sails for Overdrive was \$333; this year the contribution was \$885.
- Attendance was well over 100 at the Friends' Holiday Open House, which included several Made-in-Lakeville artists.
- The PACE children's musical program conflicted with our story time, so they went elsewhere.

BUDGET:

The FY13 budget was submitted. Town Hall asked for a "maintenance" budget. Olivia submitted two budgets: one with expected increases in utilities, etc., and step increases for staff; a second budget included reinstating the twelve staff hours that were cut during the previous year.

BUILDING:

- We received a bid to put in the trac lighting in the gallery to replace the defective lights. The bid was accepted with an agreement to pay from the capital campaign with profits from the 2011 brick project. (Motion made, seconded, passed.)
- Bay State cleaned out the oil burner filters and this took care of the problem with the fumes.
- The building needs to be power washed in 2012 and the screens need to be checked. The building needs to be checked for structural upkeep. Olivia will see if Bob Iafrate can do a walk-through.

GREEN AGAIN:

- Nancy talked to Jim Norris who is planning to put in stones or some other material to replace the grass in the paths of the herb gardens.
- We still need to replace the signs that were vandalized by paint balls.
- We need to repair and paint the gazebo and fencing this year.
- Nancy plans to start the garden projects in March.
- The Girl Scout wildlife habitat project is in the works.
- According to Rita, the library should have well water for irrigation soon.

GALLERY:

- The gallery will begin to have longer shows this year. Some will be 6 weeks to 2 months and the times will be as needed, depending on applications.
- We have offered film as a medium for the high school exhibit in March. If we have any film applications, we will work out a time for a showing. The former Herring Run Arts Festival committee is also interested in doing a film festival and have offered money for is. The tentative date for this is September 22.
- With the addition of the Cable Committee to the library, the meeting room closet is getting very cramped. Since the gallery has several items that could be broken or bent, causing them to be unusable, the Gallery Arts Committee has would like to put these items on rolling racks and move their items to the electrical closet off the children's room.
Trustees agreed that the Gallery Arts Committee may purchase 1 or 2 rolling bakers' racks and enclosing materials (such as chicken wire), bicycle hooks and a dollie to complete the transfer of Gallery supplies from the Chair Storage Closet to the Electrical Room. (Motion made, seconded, passed.) and
Up to \$193 of the cost of materials for the transfer will come out of Capital Campaign to compensate for the shelves in the chair closet that were purchased and installed by the Gallery Committee. Any additional funds would come out of the Gallery account. (Motion made, seconded, passed.)
- The Gallery Arts Committee has chosen March 16 as a work day to move supplies around and reorganize storage space.

CABLE COMMITTEE:

- The Cable Advisory Agreement with Comcast for town services should be signed on January 23, 2012.
- The next step is and Access Corporation: Cable Committee, Trustees, Selectmen and members at large. This agreement is yet to be composed.
- After that, the next step will be to get bids for the new front door - which is to be done right away - and then bids for the Cable Committee's room. The Trustees would like to make sure that good air quality is taken into consideration with this.

NEW BUSINESS:

A patron donated tickets to the JFK Library. Olivia will offer them as a prize during Presidents' Week.

NEXT MEETING:

February 9, 2012 - 9:00 a.m.

MEETING ADJOURNED:

The meeting was adjourned by 11:25 a.m. (Motion made, seconded, passed.)

Respectfully submitted,

Ruth Gross