

LAKEVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
September 11, 2014 - Library Local History Room

The meeting was called to order at 9:09 a.m. by Board Chair Nancy LaFave

PRESENT:

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

READING OF MINUTES:

The August 7 July 10 minutes were approved as amended. (*Motion made, seconded, passed.*)

DIRECTOR'S REPORT:

As anticipated, circulation statistics show the physical book circulation is down and e-books are up. This is an indication of where money for the collection should go.

Freegal was renewed for another year. The terms of the renewal offer 5 downloads per week (previously 3 downloads) and music download numbers are up. Our subscription is only offered to Lakeville patrons - not in the SAILS system.

Our new website will be up by the end of September. The staff will receive training on Sept. 15 or 16. The old website will be replaced with the new one. At this point, no changes can be made to the information on the old website.

Olivia announced our new mobile printing service. Library patrons can print from their laptops, tablets or cell phones. This service was paid for with money from the technology grant.

Our new copier has been installed, although training has not yet taken place. It was paid for by State Aid - not requested in the budget or from capital funds.

The Library Staff is going to the COA to do training with tablets. The COA stated in their newsletter that it was "tech help", so there were many attendees with many questions outside of the scope of using the tablets to access the library's resources. Olivia has to explain to the COA that we were only offering help in downloading books on devices.

BUILDING

The custodian's painting of the exterior doors is almost complete. They look very good.

The exterior lights have all been serviced. The electrician has also looked at the interior lighting and is replacing bulbs when needed.

The Highway Dept. still intends to mark the fire lanes and no parking areas, but has not yet done so. They must get paint and stencils as well as speak to the fire chief about what areas to mark. We have been told that this will be done before the Arts & Music Festival.

GREEN AGAIN

Nancy and Bruce are working on the grounds and will paint the gazebo and arbor. The Festival Committee is also working on weeding. All will be in order for the October 4 Arts & Music Festival.

We have not yet scheduled a landscaper. A discussion took place concerning the grounds, volunteer vs. paid maintenance and plants vs. hard scape.

UNION

Nancy and Ruth attended a training session on Union laws and practices.

LONG RANGE PLAN

The Long Range Plan is on task. Computers and technology are being replaced as state aid money is available.

HISTORIC LIBRARY CENTENNIAL

On August 26, Rep. Orrall presented a citation from the state in recognition of the Historic Library's 100th Anniversary. It was well attended by former library personnel and trustees, selectmen and citizens.

BRICKS

Ruth presented a map and listing of current commemorative bricks. This reference will be expanded as we add more bricks. The new brick campaign has begun and flyers/applications are available at the circulation desk. Ruth will send out flyers to local businesses.

NEW BUSINESS:

ORGANIZATIONAL IDEAS

Don Fronzaglia suggested the creation of an organizational chart including auxiliary groups that could or do contribute to the library. The Trustees discussed the ideas of a separate foundation, getting sponsorships, tapping into state colleges/universities and other businesses that give credit for volunteer experience and other ways to find volunteers with business experience to do things like grant writing and fund raising (within the confines of the law).

LAKEVILLE ARTS & MUSIC FESTIVAL

This year we are increasing the number of temporary handicapped and vendor parking spaces for that day's use.

The Arts Council will borrow our benches to put near the stage. They will move and return them.

Books will be available for sale in the gallery during the festival, as well as in the Friends book sale room while the library is open.

The Gallery will stay open for the entire festival - until 3:00. The library will close, as usual, at 2:00 on the festival day.

VOLUNTEER LUNCHEON

The volunteer luncheon for Friends of the Library and other volunteers will be held on Saturday, November 8. Nancy will prepare invitations.

NEXT MEETING: Thursday, October 9, 2014 - 9:00 a.m.

MEETING ADJOURNED: 10:39 a.m. (*Motion made, seconded, passed.*)

Respectfully submitted,
Ruth Gross