

Lakeville Public Library
Trustees' Meeting March 13, 2013

The meeting was called to order at 9:14 AM

Attending: Ruth Gross, Nancy LaFave, Betsy Walters, Olivia Melo

*** Approved: Change in order of business**

Staffing

Staff have been assigned to Children's Dept. to assist with programming as well as desk services. There are some staffing issues that result in staff feeling as though they are not able to completely fulfill their jobs in the Children's Dept. Discussion of the under-utilization of the Young Adult Room.

Staff trainings coming up: programming for children with special needs

Meetings with staff members about staff assignments.

*** Approved: Motion to return to normal order of business at 10:30.**

*** Approved: Minutes of February 14, 2013.**

Director's Report:

Staff assignments

Partnership with LakeCAM is working out very well.

Discussion of outreach with information about programming.

*** Approved: Change in order of business**

Meeting with Sarah Kulakovich about Earth Day

Earth Day Habitat Celebration and display scheduled for April 27 from 10 - 2.
Movie showing in the GPG; display and children's fairy garden planting activity.
Posters, fliers, calendar of events, creation of more specific habitats (turtles, butterflies, etc.) Milkweed planting is scheduled for this spring. Girl Scouts have begun Fairy Garden exhibit. Fairy Houses may be placed along the path from the Ted Williams Camp in time for the Arts Festival. Discussion of a mapping/compassing program to be held (tentatively) morning and afternoon.

Sarah will get info to Michelle for library newsletter and will send info to *Middleboro Gazette*.

Green Again: There will be a display up beginning April 1.

Policy Review: Final manuals are complete, with 2 copies at the library. Three more copies and a CD will be completed for next month.

Long Range Plan: Surveys are being collated. The digital grant has been completed and submitted.

New Business:

Computers: Three new computers are coming in to the Children's Department, with four coming in to the main library. Only four 2005 computers are yet to be replaced.

Patron Behavior: No recent problems.

Meeting with Teresa about management and staffing needs of the Children's Department. Teresa has plans to work with Kimi on programming for children in the 8-11 year old range. Teresa will be attending trainings on library management and programs for children with special needs. Olivia would like Teresa to provide consistent outreach to schools. Book processing will take place in staff area up front. A "grandparents group" is starting, and publicity should be going to COA and possibly cable. Publicity should also go to schools. There needs to be a major push in new styles of programming. There are three teen assistants in the Children's Department. The Junior Friends program has been disbanded due to lack of interest and competition with youth sports. New shelving with "New Books" display is very popular. The collection is being integrated in more traditional ways, rather than separated by multiple genres. The flow of the department is working well. Teresa is planning summer programs.

Fire Lanes will be painted more clearly in circle entrance, and patrons may soon be ticketed for parking in that lane.

Meeting schedule: May's meeting will be on May 13 at 9:00.

Next meeting: April 4th at 9:00.

Meeting Adjourned at 12:15.

Respectfully Submitted,

Betsy Walters, Secretary