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Library Trustees Minutes 05-10-2007

Robbins Library Board of Trustees
May 10, 2007

Call to Order

The meeting was called to order at 7:20 PM. Attending were trustees David Castiglioni, Patricia Deal, Katharine Fennelly, Barbara Muldoon, Frank Murphy, Joyce Radochia and Susan Ruderman. Also attending were library director Maryellen Loud and assistant director Cynthia Diminture.

Approval of Minutes

The minutes of the April 9, 2007 meeting were approved as written on a motion by Ms. Fennelly; seconded by Ms. Muldoon.

Communications

Ms. Loud read aloud a letter that she received from Arlington Advocate editor Les Masterson letting her know that he will soon be leaving the Advocate to take a position elsewhere and thanking her and the staff for his use of library resources over the last seven years. The Arlington School Foundation donated \$200 to the library to assist with children's programs.

Community Time

Amy Meblin, Arlington resident and parent of an elementary age child, addressed the Board. Ms. Meblin does freelance fundraising and development work and wanted to discuss with the Board the status of fundraising efforts on behalf of the library. She asked questions about the Board's current development plan and suggested ways in which she thought fundraising efforts could be enhanced. Ms. Ruderman explained what is currently being done and recommended that the Board review the existing development plan at an upcoming meeting. The Board thanked Ms. Meblin for her interest and suggestions.

Director's Report

The Board reviewed the written report of the director. Questions were asked about recently stolen DVDs. Ms. Loud apprised the Board that the library won two Public Relations Awards at the recent Massachusetts Library Association annual conference. The awards were third prize for the Community Read logo and honorable mention for the library brochure.

FY08 Budget Update

The library budget passed Town Meeting. Members wanted assurance that the proposed budget was sufficient to meet state certification requirements.

Arlington Authors' Program

Tuesday, June 19th has been chosen as the date for this year's Arlington author panel. Michelle Bates Deakin, Patricia Kepler and Gary Goshgarian will participate. Dick Haley has arranged an author program with Boston Globe sports writer Dan Shaughnessy for Monday, June 11th. He has written a new book "Senior Year : A Father, a Son, and High School Baseball". Ms. Loud mentioned that she had heard Clare Cook speak at the conference and that she was a very engaging speaker. Ms. Cook is scheduled to be the featured speaker at the library in the fall.

Security Camera Update

One price quote has been received and Ms. Loud is waiting for a second one. There will be several camera locations. A funding amount will be requested at the June meeting. Ms. Ruderman suggested that Ms. Loud speak with the Town Counsel regarding legal notification issues.

Space Allocation/Lighting

Ms. Loud distributed a handout showing the proposed shelving costs for the space reorganization plan. The total of \$33,106 is a revision from the previous proposal. Lighting costs are as yet unknown. Ms. Loud will use State Aid funds to hire a consultant to give recommendations and prepare specifications for a lighting solution. Ms. Muldoon made a motion; seconded by Ms. Deal, to allocate \$33,106 to purchase shelving, in the following breakdown: Gordon Russell's donation of \$10,000 for children's, young adult and paperback shelving and the Hagopian gift for new book and AV shelving. Passed unanimously. The Friends of the Robbins Library will be asked to provide funding for the improved signage.

Russell Fund Allocation Policy

This discussion was a continuation of one started at the last meeting. Mr. Castiglioni distributed a Russell Fund financial report showing earned income, use of capital gains for spending and realized capital gains. After a deduction for expenses, earned income for the first nine months of the year was \$25,755. Approximately \$10,000 in additional income is estimated for the remainder of the fiscal year. Total earned income of \$35,724 could be supplemented with \$4,276 in realized gains for a total budget of \$40,000. Ms. Muldoon made a motion; seconded by Ms. Fennelly, to budget \$40,000 for FY08. Passed unanimously.

Appointment of Nominating Committee

Mr. Castiglioni and Ms. Radochia volunteered to serve on the nominating committee. A slate of officers will be presented at the June meeting.

Friends of the Library Update

Ms. Diminture gave a report of the Friends' activities. The annual meeting was held on Wednesday, April 11th, consisting of a brief business meeting and a photographic lecture by Richard Duffy on the history of Arlington libraries. The fundraiser with the Arlington Friends of the Drama was held on Thursday, April 26th. Ticket sales were somewhat disappointing, although attendees found it to be an enjoyable evening. Discussion of future fundraisers is ongoing. The first-ever Children's/Young Adult book sale was a great success with several willing volunteers and net proceeds of \$1100. The Friends would like to increase the number of free programs offered to the public. This will be further discussed in conjunction with the creation of a joint Friends/Trustees events calendar. The trustee liaisons will attend future Friends' board meetings for this discussion.

Other

Ms. Muldoon made a motion; seconded by Ms. Deal, to allocate \$480.59 from the Robbins Print Fund to pay for circulating art print bags. Passed unanimously. Mr. Murphy reported that the Board of Library Commissioners' State Aid Task Force will have

its last meeting of the year in June. After that, Mr. Murphy will report on the four components of the plan. A public relations committee has now been convened and an invitation has been issued for volunteers to serve. Ms. Ruderman apprised the Board that a representative from Skylight Restorations will assess the "My Boys" sculpture and give an estimate for its cleaning. The Dallin Museum is interested in mounting an identifying sign once the restoration is complete. Ms. Loud asked whether to put an item on the agenda at next year's May meeting to discuss Russell Fund allocations and the Board agreed. The Fox Revenue Study Committee is still meeting and discussing options. Ms. Muldoon attended a conference sponsored by the Phoenix Museum of Art. Dana Gioia, chairman of the National Endowment for the Arts, spoke about the importance of museums and libraries. A museum trustee showed some items in his private collection, including some Dallin sculptures. Ms. Fennelly asked about a timetable for the installation of a self-check station.

Adjournment

The meeting was adjourned at 9:05 PM on a motion by Ms. Fennelly; seconded by Mr. Murphy. The next meeting will be held on Tuesday, June 12th at 7:15 PM.

Respectfully submitted,

Cynthia Diminture