

Meeting of the Board of Library Trustees
Tuesday, March 11, 2014

Call to order

Katharine Fennelly (KF) called the meeting to order at 7:15 pm. In attendance were trustees Joyce Radochia (JR), Diane Gordon (DG), Adam Delmolino (AD), Heather Calvin (HC), Frank Murphy (FM) and Barbara Muldoon (BM). Also in attendance: Library Director Ryan Livergood (RL), Assistant Director Andrea Nicolay (AN), and Library Strategic Plan consultant Stephen Spohn (SS).

Strategic Plan Update: Steve Spohn SS reviewed the components of the overall process. SS was very impressed with survey results. Board reviewed Plan draft. SS went through the draft point by point. KF sees there's no over-reliance on technology--a good thing. JR asks what the barriers are to implementing these plans, which would need to be addressed? RL explains that bringing library out of the building is a challenge, staff-wise. KF idea to do trainings with teachers...in-service training schedule? Prof. Devel. Provider training may be necessary. SS recommends somehow getting credit for the teachers who attend trainings (PDP hours?). How to take this and make it a plan? asks FM. DR recommends "bucketing" current activities to take the temp of how we're fulfilling these points now. Look at services that could be adapted, e.g. the Awesome Box. HC asks about the core of library services: collections. SS suggests outlining core services in a separate section. Is there something we need to add to the core services, asks HC. DG looks at the Idea Center and asks where the "content provider" box is... HC suggests something is missing from Vision...are we abandoning the core? Is there enough of the library here? We may need to reflect a commitment to the core along with aspirational elements. Test language with outside audiences. Does it carry meaning outside of the library? Here's our mission, here are our core services (to be added to document).

Approval of Minutes

The Trustees reviewed the minutes from the February 11 meeting, and the minutes were approved with correction of MM to MF in Finance Committee section. (DG/JR)

Communications

No communications.

Community Time

No community members present.

Director's Report

BM questions the 562 attendance at 3 children's singalongs (RL to check). FM asked about Sierra, RL explained. KF asked about the Diversity Group event (AN reported 35 attendees).

FY 15 Budget Update

No word on the library budget yet from Mary-Margaret Franclemont.

Town Meeting Strategy

RL will be very well prepared with talking points. RL proposed a handout that's even simpler than the infographic of last year. DG recommends a comparative statement to improve stickiness. Add Amnesty month information too.

Community Preservation Act

Doreen Stevens called KF about this; it came up once before and we did nothing, it's coming up again. If Trustees are willing to support, Library could benefit by having Advocate digitized, for example (for issues out of copyright). RL says it could become a contentious issue, so it's a good time to discuss. Do the trustees and/or the Library want to become part of the support side of this Coalition? Propose back to Doreen the digitizing of the Advocate? DG asks. Trustees are not prepared to endorse, but if we were to look at it we'd want an opportunity similar to Cambridge.

Library Policies Update and Timeline

RL suggests using the Plan to guide the timeline, e.g. flexible space and cell phone use. It's roughly a three year cycle, and that's ok. Sometimes they are reflexive. RL would like to provide policies in rough draft form early for the Trustees.

Library Parking

RL wants Trustees to have a copy of the Community wide survey results. RL and Town Manager Adam Chapdelaine talked about parking during his review. Four hour parking, or five hour parking, with enforcement...an idea that RL and AC discussed. RL is interested in surveying current use. HC suggests 2 hour parking instead of 4..also, express 15-minute parking? Board universally recommends 2 hour limit.

Amnesty Month Request: April 22nd through May 31st
Approved (AD/FM).

Foundation Update

The Foundation picked a logo. RL and Ethel attended MLS and MBLC program on Foundations: focus, fundraising, etc.

Friends Update

New level: Super Friend, \$50.00. Also the website is up, bare-bones.

Unanticipated Items

Vicky Slavin memo request to transfer money from print funds for circulating prints (BM/DG). Unanimous vote in favor. VS also requested \$150 in additional pay. Unanimous vote in favor.

Date of Next Meeting

Tuesday, April 8, 2014, 7:15 p.m.

Adjournment
9:22 p.m. (AD/HC)

Materials Distributed

- Meeting agenda
- January 2013 meeting minutes
- Late January/Early February 2014 Director's Report
- Strategic Plan Draft 3.11.14
- Overdrive report
- Sample half-sheet for Town Meeting
- Community Preservation Act literature
- Art Print Budget request from Vicky Slavin