

Pelham Library Board of Trustees, January 2010

Present: Director Adam Novitt, Blair Bigelow, Alberta Booth, Nora Maroulis, Francine T. Ozereko, Marianne Reiff and Jonathan Woodbridge.

Meeting was called to order at 7:02.

Minutes were approved and will be mailed to the town office and Ann.

New Business:

Rotating chair will continue: Nora was/is chair for January, Francine - February, Marianne - March, April - Alberta, Blair - May, Jonathan - June.

Nominated for next year: Don Verrastro, Jonathan Woodbridge. Alberta is leaving, Jonathan will run again.

Annual Budget Prep: meeting with finance committee will most likely be in March. We will follow the MBLC's outline for budgets. We discussed the problem of the select board thinking they control our budget. If we go to the meeting with a plan, they should honor our choices. Our capital expenses should include requests for funds for the repair of the hot water heater and the doors. (Public health thing, energy, liability) Next meeting we'll discuss it, also talk about COL raises.

Warrant was signed.

Old Business:

Mission statement - Jonathan handed out copies, has amended it to include statement about History Room and Archives Collection.

We also received the By-Laws from Jonathan to review, and he'll send out the Action Plan as well.

Director's report:

Until now, the director's holiday time was tied to the holidays, giving the director "credit" for those days off. Now for any holiday Adam gets 4 1/2 hours as opposed to a Monday holiday when he would have gotten 7 hours. This change corresponds to Jones and Forbes libraries vacation credit policies.

Perhaps we should change our policy to correspond to the other local libraries. Adam will propose a change at the next meeting.

Attached report from Adam:

Director's Report: Jan '10

General Administration

- New Stationary: Amy Wasserman logo and Gary King layout. Minor revisions to follow.
- New extra large calendar and more bulletin board space. This is now the master library calendar.
- Circulation numbers are up, and more importantly, very consistent. Trend continues well back into the fall.
- Please see warrant.
- My new job: Massachusetts Rider Education Coach. This will put me off teas for the months of February and March. Teas are arranged, but others will have to host. (Isabel and others will fill in.) It should not affect Saturdays beyond this and will never affect weekdays. Pays better than Pelham hourly and is a great opportunity in this economy. Essentially, it is a teaching position.
- KOHA ongoing funding for the MassCat program is in jeopardy. All may have been for naught.
- Mostly correct numbers would indicate we have spent about 40% of discretionary budget. Likely surplus of around \$2000 (again) in Staff.

Staff & Volunteers

- Ann McNeal has expressed interest in "running" the gallery. We can only hope.
- Jodi Levine may start assuming more of a Youth Services Librarian role. With Adin moving onto the YA category and the future of the school funding uncertain it seems wise to bring some of this function in house. Jodi is also enthusiastic and, I think, a long term asset. I am encouraging her to get training from WMRLS
- Ashley continues to be outstanding.
- Sally seems content.
- Staff meeting in Feb.

- Happi to begin ordering magazines for 2010-11. A suggestion box was mentioned so patrons could have input in magazine choices. Adam will check with the person at the Forbes who keeps track of magazine circulation to get an idea of magazine popularity.

Systems & Facilities

- Hopefully we will be getting an instant hot water system for the community room. Thanks to those that have persevered. Funds from Friends. We'll get the hot water turned on before the upcoming teas.
- Both doors still falling apart. Do we have a plan for this? Warrant item for 2011?
- WiFi upgrade. I have a parts list from ARPS, time to start buying things. Funding from Gates or materials budget.
- LCD television now works with laptops!
- Copier/fax replaced under warranty. Comes with NEW three year warranty.

Programs & Events

- Six weeks of Yoga, ongoing through Feb. Registration is now closed.
- Bob Romer talk, tomorrow. Slavery in PV.
- Chas. Mann talk next Thurs. 1491: World before Columbus. Press release is out.
- Mushroom log thing again for next spring.
- Hopefully, Amy Klippenstein garden talk for spring.
- Library Legislative breakfast, proceeding well.
- Story hour soldiers on, is going well.
- Carbon Watch to present Bick Corsa on Tuesday, January 26. Winner Zero Energy Home Challenge.

Children's music hour: Money from cultural council will most likely go to Cindy Naughton and the Pelham Players. The Children's Music Hour will be removed from the "News and Events" listing on the website.

Money for children's book fund: up to between \$4500 and \$5000. Shall we make a sign thanking all the contributors to the Children's Book Purchase Fund?

If you gave in honor of someone, would their names be listed along with yours? Children's Fund considered a success. When Rena retires there may be more gifts in her honor.

We will send a card to Rosalba wishing her well. Nora will get a card and leave it in the trustees box at the library for all of us to sign.

Meeting adjourned at 8:25

Upcoming meetings: **February 17, March 17, April 21 at 7 PM**

Respectfully submitted,

Francine T. Ozereko