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Ms. Joan Grady
Mr. James Lemay
Ms. Eileen MacDougall
Mr. Donald Pearson
Mr. Daniel Hall
Mr. Jeff Nussbaum
In Emeritus
Mr. James Banda
Ms. Anne Buzzell

Board of Library Trustees

Board of Library Trustees Minutes Tuesday, January 17, 2017, 7 pm

Present: Trustees Joan Grady, Dan Hall, Eileen MacDougall, Jim Lemay, Don Pearson; Library Director Christina Stewart, Administrative Assistant Gloria Corcoran
Absent: Jeff Nussbaum

The meeting was called to order at 7:05 pm

A motion to accept the minutes of December 20, 2016 was made by Jim Lemay and seconded by Eileen MacDougall, motion passed with abstention from Don Pearson and Dan Hall.

A motion was made by Jim Lemay to accept the Financial Report and Statistics from December, seconded by Dan Hall, motion passed.

Directors Report

In addition to her written report, Mrs. Stewart added that the Finance Committee meeting will be held on February 28th at the library. Mrs. Stewart is scheduled to present the library's budget at 7:30 pm.-8 pm. Mrs. Stewart informed the Trustees that the Facilities Master Plan Committee meeting is scheduled to meet on Thursday, January 19 at 6 pm. The comparative evaluation of the municipal alternatives is on the agenda.

Mrs. Stewart reviewed the annual statistics. She noted the decrease in physical circulation and increase digital circulation. Program statistics increased dramatically since 2011.

Seven applications for the position of part-time Library Associate were received. Assistant Library Director Charlotte Wood, Circulation Librarian Linda Pavluk and Mrs. Stewart interviewed three candidates. Mrs. Stewart made her recommendation to the Town Manager. If approved, the candidate will begin work at the library the week of February 20. Maureen Walsh is retiring and her last day of work is February 27.

Trustees Comments

Dan Hall is interested in the Mass Memories Project and would like to attend the first meeting in March. Tina Stewart will give his name to Assistant Library Director Charlotte Wood to add his name to the attendees.

Joan Grady announced that there will be a Middle School Librarian position added to the FY18 School Budget.

A motion to adjourn was made at 8:00 by Jim Lemay, seconded by Don Pearson.

Next meeting: February 21, 7 pm, Banda Room, Library

Submitted by,

Gloria Corcoran

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Administrative Assistant

Distributed at meeting: Annual statistics, monthly statistics and January Budget