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

Board of Library Trustees

Board of Library Trustees Minutes Tuesday, February 20, 2018, 7 pm

Present: Trustees Dan Hall, Jeff Nussbaum, Eileen MacDougall, Don Pearson;
Library Director Tina Stewart, Administrative Assistant Gloria Corcoran.

Absent: Trustee Joan Grady, Jim Lemay

The meeting was called to order at 7:05 pm.

Dan Hall moved to accept the minutes of January 16, 2018 seconded by Don Pearson motion passed with abstentions of Eileen MacDougall and Jeff Nussbaum.

The January Financial reports and statistics were accepted with a motion by Eileen MacDougall and second by Dan Hall. Motion passed.

Directors Report

Mrs. Stewart reviewed the highlights of her written report. She noted that she and Assistant Library Director Charlotte Wood were able to acquire six computer chairs from an office on Ballardville Street that was being cleaned out after the company had vacated. They also were able to get two lounge chairs for the staff room and two paintings.

Mrs. Stewart reported that there have been significant decreases in circulation over the past six years in the following categories: DVDs -47%, CDs -67%, and magazines -37%. Much of the decrease can be attributed to changing habits toward streaming music and video and reading digitally. The magazine collection is being reduced from 90 magazines to 60 magazines and one of the magazine racks will be used for book display. With the removal of the magazine rack, there will be a little more space to create a seating area with some comfortable lounge chairs. The cost for the lounge chairs and table will be between \$12,000 and \$15,000. Mrs. Stewart requested authorization to use state aid money for this purpose. Eileen MacDougall made a motion to authorize up to \$15,000 from State Aid to purchase lounge chairs with tables for the main reading room, seconded by Don Pearson, motion passed unanimously.

The Friends Annual Appeal to date has raised \$6,825. Mrs. Stewart recommended that the Friends first focus on developing a seating area on the green space adjacent to the parking lot. She will contact a landscape architect in the spring. The sculpture will likely be put on hold for given its cost.

Don Pearson who is on the Conservation Commission noted that permits need to be filed since there are wetlands adjacent to the grassy area next to the parking lot.

Mrs. Stewart explained that the library is planning to host a program series on civility in the fall. The library would like to invite by Carolyn Lukensmyer, Executive Director of the University of Arizona National Institute for Civic Discourse to do a workshop on civility training. Discussion programs would then follow with a focus on hot button local and national topics.

Mrs. Stewart indicated that the library would like to change the loan period of Hot Title books from 7 day loan period to a 14 day loan period. Trustees concurred that 14 days was reasonable.

Mrs. Stewart gave the Trustees a preview of her FY19 budget presentation that she will give to the Finance Committee on March 1.

Old Business

None

New Business

Discussion of proposed changes to the first floor. Friends Annual Appeal update was given.

Trustees Comments

Eileen MacDougall reported that she has just finished a two-part Book Stew video interviewing Barbara Alevras and people from the library's three writers groups. It can be seen on WCTV. Dan Hall will be facilitating a monthly current events program in the spring. Jeff Nussbaum has been selling books from the Bookstore Next Door on Amazon.

A motion to adjourn was made at 9:00 pm by Eileen MacDougall and seconded by Don Pearson.

Next meeting: March 20, 7 pm, Banda Room, Library

Submitted by,

Gloria Corcoran

Gloria Corcoran
Administrative Assistant

Distributed at meeting: Monthly statistics and January Budget