

MEETING MINUTES
LIBRARY BOARD OF TRUSTEES
Wednesday, April 13, 2016

Attendance: David Church, Warren Turner, Marian Goode, Ashley Warren, Deborah Lancaster, Ellen Snoeyenbos, Library Director **Absent:** April McDermott, Asst. Director (on vacation) and Sean Matthies

The meeting was called to order at 5:51 p.m. by David Church, Chairman

Minutes – The Minutes from the March 8, 2016 were reviewed and amended. Motion was made by David Church, seconded by Marian Goode and accepted unanimously.

David Church, Chairman and Deborah Lancaster, Vice Chair were re-elected to their posts by a unanimous vote of the Trustees. Deborah agreed to act as Secretary on a temporary basis.

Packets for the meeting were prepared by Ellen Snoeyenbos and included a 2015 “Trusty Trustees Pocket Guide” for new members.

Ellen reported that she spoke with Mary Rose Quinn from the Commonwealth of MA and determined that the annual amount spent on books and materials for the WBPL can decrease to 15%. However, we hope to maintain a materials percentage between 16-19% in the future. Please note that the new FY2017 budget includes a new line item entitled Technology as well as a revised line item entitled Books & Periodicals/Materials.

Ellen reminded the Trustees that grant money from the Commonwealth can be carried over from year to year but town funding cannot be carried over into the next fiscal year.

A new desk was purchased for Nanette Ryan, Children’s Librarian and put together by David Church. The Trustees would like to thank David for his assistance with this desk project for Nanette

Monthly Reports: The following reports were reviewed, discussed and accepted: Financial Report, Circulation Report, Director’s Report and Children’s Librarian Report. This motion was made by David Church, seconded by Warren Turner and unanimously approved by the Trustees.

Ellen noted that although circulation is down, she is confident that this will change dramatically with the addition of Ancestry.Com (genealogy) and Hoopla; a subscription service that streams everything at an initial cost of \$6,000. Each “event” charge is \$2.00 and Ellen projected that the \$6,000 total cost should last the WBPL between 2.5 – 3 years. A discussion was had regarding the addition of line items in the Circulation Report that would show the number of Ancestry and Hoopla users. There will be an overview of the Ancestry software at the WBPL on this Saturday, April 16th at 1:00 p.m. for new users of this software.

Ellen reported that Comcast has already increased the Library's Wi-Fi bandwidth and when the final increase is made (in approximately 6 weeks after the \$3,000 payment is made to Comcast), the WBPL should see a significant increase in speed like the Foxborough Public Library. The WBPL has two lines; one filtered and one unfiltered.

Ellen reported that she has received estimates from Bill Wolfe, the electrician who will be adjusting switches at the library so our modem can be left on when the WBPL is closed. In addition, Ellen reported that we need to install additional outlets in various parts of the library due to increased electrical demands. These projects will be completed gradually.

The DVD collection will be showcased soon.

Members of the WBPL staff attended the SAILS Showcase and enjoyed this event very much.

New Business: Some of the Trustees went on a field trip to the Duxbury Public Library to see their Digital Media Lab and were very impressed with the program. Ellen is hoping to put together an Open House with the Friends of the Library in June from 6:00 – 8:00 p.m. and invite some of the local business owners and taxpayers to raise funds to purchase a 3-D printer for the Library. We will ask the Culinary Department from Southeastern Vocational Technical HS to provide the food for the Open House.

The Friends of the Library may sponsor a summer film series with the Marx Brothers. More details to follow....

Ellen reported that she will ask Nanette Ryan to weed out some more books from the Children's Room as the shelves are still very crowded.

Ellen reported that the interior of the library will be painted starting later this year. We have obtained a great price that allows the painter to work when he has the time which should cause minimum disruption to the library.

Summer Meetings: The Trustees will not plan to meet in July or August unless the need arises.

Public Comments: None

Adjournment: A motion to adjourn at 6:44 p.m. was made by David Church, seconded by Warren Turner and accepted unanimously.

Please Note: Due to Ellen's trip to France, next month's Trustees Meeting will be held on Wednesday, May 18th at 5:45 p.m. Moving forward, Trustees meetings will now be held on the second *Wednesday* of the month. (e.g. Wednesday, June 12, 2016)