

Barrington Public Library
Board of Trustees
November 21, 2017
Adopted Minutes

Present: Ron St. Jean, Sam Boduch, Lindsey Maziarz, Peter Royce, Lydia Cupp (ALT), Susan Frankel (ALT) voting, Leigh Elliott, Robert Drew (6:05pm), Amy Inglis Library Director

Absent: Traci Bisson, Victoria Sellers (ALT)

The meeting was called to order at 6:03pm

The minutes from the October 17th, 2017 meeting were approved in a motion (m/s Ron/Peter) and passed on a voice vote.

Donations totaling \$367.10 (itemized below) were accepted in a motion (m/s Leigh/Lindsey) and passed on a voice vote.

\$310.00	\$300 Friends Children's Museum Pass/\$10 change jar
\$29.60	\$15 change jar/ \$14.60 donated patron change and change jar
\$27.50	\$10 ragtime concert/\$17.50 change jar

Public Comment: Ron attended the Board of Selectmen meeting on Monday November 20th, 2017 and stated that during the meeting discussion was had involving possibly renovations of the public safety building. Peter stated that both he and Ron are currently listed on the bank account and it is advised to add another name to the account. It is uncertain at this time if Ron or Peter will be running for another term as a Trustee, and the process to change the name on the account can be lengthy. Lindsey stated that she would accept the responsibility to have her name also added to the account.

Friends update: Lydia stated that the "Just Desserts" event raised over \$700.00 for the Friends of the Library. The fall raffle baskets are now on display and tickets are for sale, the drawings will be held on Friday evening December 1st at the Barrington Soiree, between 5 and 8pm.

Foundation update: Sam announced that the Foundation has now achieved 100% participation from the Board of Trustees. Presentations were made to both the Historical Society and the Friends of the Library. Also, two presentations were made to potential Foundation members to assist in fundraising efforts. Of the two presentations, five new prospective members have agreed to join the Foundation. These new members will soon begin training on raising additional funds for the Foundation, specifically, how to ask for donations.

Leigh mentioned that the PTA (Parent Teacher Association) would also be a good organization to make a presentation to as the children attending the Early Childhood Learning Center use the library on a daily basis.

Outreach Committee update: The Trunk or Treat event held on October 21st, 2017 was a big success and served over 350 families and children. Wendy, Sam, Lindsey and Lydia all worked on preparing for and volunteering at the event, their efforts are greatly appreciated. The committee feels that at this time due to weather and availability of volunteers, it is recommended to freeze outreach efforts for now, with a likelihood of continuing in a few months.

Search Committee update: The committee has been able to narrow down the pool of candidates and has selected three candidates who will be interviewed. One interview occurred on Monday November 20th, 2017 and it went very well. Two other interviews will be scheduled for the week of November 27th. The hope is to be able to make an offer to the decided candidate by the end of December with the goal of the new director beginning work in early January.

Lindsey is excused and exits from the meeting at 6:50pm for personal needs. Susan is now voting in her absence.

The Treasurer's report was accepted in a motion (m/s Robert/Susan) and passed on a voice vote.

Director's Report: Amy is interviewing candidates for the desk clerk position. Regarding the 2018 holiday calendar, the staff prefers to have 12/24 off versus 12/26. Lydia makes a motion to accept this change, it is seconded by Ron, and passed on a voice vote.

Amy presents a chart which illustrates the amount of CD audiobooks that have been circulated since 2012 has been on a steady decline. However, the chart also illustrates a swift rise in use of digital audiobook circulation.

Circulation for CD audiobooks is approximately 3,000 per year, while it's digital counterpart is roughly 5,000 per year. This is an area where significant (about 25% of the collection of audiobooks on cd) could be weeded. This would also create more room for other items. The amount of funds typically used in past years to purchase CD audiobooks will be reduced from about \$3,000 a year to \$1,500 a year and monies saved be diverted to support digital services such as Hoopla.

The teen fiction area is also quite full and will also be an area of where weeding is needed.

The collection development policy is in need of updating. Amy provided the board with a revised copy and edits were discussed.

Old Business: none

New Business: An ad hoc committee is formed to draft Amy's review, the committee consists of Sam, Leigh, Ron and Susan. The holiday party is planned for January 6th, with more information to come from Lindsey in the near future. In the event of bad weather on January 6th, the party will be held the following Saturday. Discussion of the upcoming election in March. Ron, Peter and Sam all have terms that will be expiring. At this time it is not certain as to who will be seeking reelection. It is possible that we will be in need of new alternates if the current alternates do seek the potential openings on the board.

Pluses: snacks, timed agenda helped keep the meeting on track and the Treasurer's report being emailed was helpful.

A motion to adjourn at 7:45pm is made (m/s Sam/Robert) and passed on a voice vote.

The meeting reconvened at 7:51pm. A motion is made by Sam to add Lindsey Maziarz as a signer to the TD Bank and Federal Savings Bank accounts, it is seconded by Ron and passed on a voice vote.

A motion to adjourn at 7:53pm is made (m/s Sam/Susan) and passed on a voice vote.

Next meeting December 19th, 2017

Minutes recorded by Leigh Elliott