

Thayer Memorial Library Trustees Meeting
October 14, 2015

Roll Call

Present were:

Emily Rose, Chair
Frank MacGrory, Vice-Chair
Frank Streeter, Secretary
Stephanné Fiori
Steve Piazza
Joe Mulé, Director, Ex Officio

The meeting was called to order at 6:30 pm.

Move to Adopt Agenda

Member Fiori moved to accept the agenda; Vice Chair MacGrory seconded the motion, and the motion passed on a 5-0 vote.

Past Minutes

After reviewing the minutes from the September meeting,

Member Piazza moved to accept the minutes with changes; Vice Chair MacGrory seconded the motion, and the motion passed on a 4-0 vote with Secretary Streeter abstaining as he wasn't at the meeting.

Next Meeting

The next Trustees Meeting will take place on Wednesday, November 18, 2015 at 6:30 PM in the Trustees' Room at the Library. This is a week later than the usual date, which would have been November 11, the Veterans Day holiday when the Library is closed.

Chair's Report

Chair Rose distributed copies of the Library's new Strategic Plan to the Board for their use. She also noted that a copy had been sent in to the Commonwealth before their deadline. Chair Rose then discussed next steps in the strategic planning process and what the Trustees need to do to facilitate that process.

Chair Rose distributed an annual calendar of monthly tasks for the Board intended to guide its work and keep it on track with the goals in the Strategic Plan. Chair Rose reviewed a list of proposed sub-committees needed to address specific issues related to the Library and asked for volunteers for each. Some immediate responses were given.

Chair Rose then distributed revised Trustees' manuals to the Board. She asked each Board member to review the manual and come to the November meeting with questions and comments. She would like to finalize sub-committee assignments at that meeting.

Also under the Chair's Report, Director Mulé reported that the Library's largest and oldest boiler had failed last week. It is too expensive to repair and must be replaced. The second "new" boiler is 17 years old and approaching the end of its useful life. As a part of the Town's new facilities management plan, Town Administrator Ryan McNutt is getting quotes on replacing both boilers. He and Chair Rose met with the vendor first.

The decision on replacing one or both boilers will depend on the cost of the work, but there will be some operational savings going forward as any new boiler will be much more energy efficient than the current units. No matter if one or both boilers is/are to be replaced, the work will be done before October 30. This is an urgent job as there is no heat in the Rotunda, the Children's Room and Joe and Linda's offices!

Chair Rose reviewed various upcoming MLS and MBLC events and seminars, including MBLC's upcoming 125th anniversary. The entire Board is invited to the 125th and as one of Lancaster Library's past Trustees, Henry Stedman Nourse, was one of the founding directors of MBLC, then known as the Massachusetts Free Library Commission. Chair Rose and Director Mulé plan to attend.

Library Director's Report

Director Mulé reviewed some aspects of the updated Strategic Plan and reported that he is working with the Library's staff on implementing it. Director Mulé reviewed his Director's Reports, which he circulates via email during the month and are incorporated here by reference.

Director Mulé announced that the Friends of the Library had made \$6100 at their book sale this year. This is a substantial amount and much appreciated, even though the weather didn't cooperate so it was less than the \$7500 raised from the 2014 book sale. Director Mulé also noted that long time Library volunteer and Lancaster resident Bob Kadlec retired from the book sale after this year, but Susan Munyon is staying on.

Director Mulé discussed various issues with the Commonwealth's budget as they relate to C/WMARS. Unfortunately the technology line item was cut in this year's budget.

Director Mulé noted that the Library is in the process of completing its collection inventory. One result of the audit was discovering that there was only a 4% loss of holdings in the non-fiction collection over 10+ years, which is very good.

Director Mulé announced that the Library was buying a new Kindle Fire for the Director (himself) to use for e-books, as they are a critical part of the Library's future. Director Mulé then reviewed upcoming conferences he might attend and their schedules.

Financial Report:

Director Mulé reviewed the budget handout, which is incorporated herein by reference, and discussed future spending priorities.

Adjournment:

There being no further business for the Board to consider and the hour getting late,

Vice Chair MacGrory moved to adjourn; Secretary Streeter seconded the motion, and the motion passed on a 5-0 vote.

The Board adjourned at 7:54 PM.

Respectfully Submitted, Frank S. Streeter, Secretary