

Thayer Memorial Library Trustees Meeting
November 18, 2015

Roll Call

Present were:

Emily Rose, Chair
Frank MacGrory, Vice-Chair (absent)
Frank Streeter, Secretary
Stephanné Fiori
Steve Piazza
John Schumacher-Hardy (arrived 7:45)
Joe Mulé, Director, Ex Officio

Paula Castner,
Susan Munyon, Friends of the Library

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

Move to Adopt Agenda

Secretary Streeter moved to accept the agenda; Member Piazza seconded the motion, and the motion passed on a 4-0 vote.

Past Minutes

After reviewing the minutes from the October meeting and making one minor change,

Member Fiori moved to accept the minutes with changes; Member Piazza seconded the motion, and the motion passed on a 4-0 vote.

Secretary Streeter said he would make the changes and distribute the revised version.

Next Meeting

The next Trustees Meeting will take place on Wednesday, December 9, 2015 at 6:30 PM in the Trustees' Room at the Library.

Seven Bridge Writers Cooperative

Paula Castner of the Seven Bridge Writers Cooperative gave a presentation to the Board about the various activities of the Cooperative, including detailing the large number of programs and classes hosted at the Library for the benefit of local writers, both accomplished and as yet aspiring. The Cooperative has started a program of author's talks, which have proved to be very popular. The Board noted its approval of and support for these activities.

Member Fiori, on behalf of the Thayer Memorial Library Foundation, noted the Foundation's 501-c-3 status and given the amount of time and effort needed to maintain that status, offered to help the Cooperative's fund raising efforts. The cooperative has just

received its own provisional 501-c-3 status, but they are concerned about the amount of paperwork needed and the few people available to do it. Those discussions will continue.

Chair's Report

Chair Rose Reported on her experiences at the MBLC 125th Anniversary celebration. She passed out a handout with a list of awards and biographies of the first commissioners of MBLC. These included Henry S. Nourse of Lancaster and Anna Ticknor, the daughter of Boston publisher George Ticknor. Chair Rose summarized some of the many conversations that she had at the event, including a number discussing options for developing and using technology in libraries.

Chair Rose reported on the Library's manual and policies, as well as action planning. The Board reviewed the revised circulation policy that had been previously approved. The Board then discussed a rough schedule for future policy revisions and reviewed the Trustees' calendar that Chair Rose passed out in October. The Board discussed issues relating to how to manage the varied priorities and schedules involved needed to complete these tasks.

The Board reviewed the first two chapters of the MBLC's trustee's manual. Chair Rose asked that the Trustees review chapter 3 before the next meeting in December, as well as the list of applicable laws in the appendix.

The Board discussed the new union representation of Library staff and how this may impact work rules and implementation of the new strategic plan. Chair Rose will request that Town Administrator Ryan McNutt attend the December meeting to explain the situation and any new requirements. This led into a long discussion of operating calendars versus strategic planning needs versus limited staff time to accomplish everything the Board would like to do.

Director Mulé discussed the issues he is seeing regarding the implementation of the strategic plan, especially involving conceptual as opposed to operational changes. In all cases he is wrestling with the issue of a staff that is already operating at close to capacity, thus making additional tasks difficult to schedule. Member Fiori then brought significant clarity to the situation regarding expectations and scheduling.

Chair Rose reminded the trustees to fill out the Center Village zoning survey seeking to determine if the area of the Lancaster town center around the Library should be rezoned, and if so, how.

The Library has received a request from Lancaster resident Henry Richter in his role as commander of American Legion Post number 96. The post would like to loan a Civil War flag to the Library under terms similar to a long-term loan. The Library would put the flag on permanent display in the reference room near the Civil War memorial plaque, but the Post would be allowed to remove and use the flag for Memorial Day and Veterans Day parades. This flag is a replica of the Civil War battle flag flown by a regiment in the

Civil War composed largely of Lancaster residents, so it has some historic value. The Board did not make a decision and will revisit the matter at its December meeting.

Library Director's Report

Director Mulé reported on his discussions with Library staff about holiday hours. After discussing his suggestion the board voted to approve the holiday hours for Christmas and New Year's this year. There being no further business for the Board to consider,

Member Schumacher-Hardy moved to accept the revised holiday hours as discussed; Member Piazza seconded the motion, and the motion passed on a 5-0 vote.

Director Mulé Will post the revised hours.

Financial Report:

Director Mulé presented a pair of financial reports in huge detail, the sum of which is that the library is on track financially. There have been no recent surprises.

New Business:

Member Piazza presented a number of issues relating to providing updated HVAC for the Museum. This will be an expensive project, so the Board spent some time discussing the various options and what might be done, as well as when.

Adjournment:

There being no further business for the Board to consider,

Member Schumacher-Hardy moved to adjourn; Member Piazza seconded the motion, and the motion passed on a 5-0 vote.

The Board adjourned at 8:50 PM.

Respectfully Submitted, Frank S. Streeter, Secretary