

Thayer Memorial Library Trustees Meeting
February 10, 2016

Roll Call

Present were:

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

Guests:

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 5-0 vote.

Past Minutes

Director Mulé discussed the practice of including a list of all documents referred to in the meeting to the final pdf of the minutes for archival purposes. After reviewing the minutes from the January meeting,

Member Schumacher-Hardy moved to accept the minutes with changes; Member Piazza 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, March 9, 2016 at 6:30 PM in the Trustees' Room at the Library.

Chair's Report

Chair Rose noted that the new window blinds had been installed and they all look good and function well. A total of 23 blinds were installed for a cost of \$6024, which was less than the estimated cost of \$6675. The Foundation is going to pay for these blinds as their cost was not in the Library's allocated budget.

Director Mulé briefed the Board on the status of the FY17 budget. At the moment the FinComm wants to see a level costs budget, although there will expected increases in staff compensation and C/WMARS fees above and beyond those level costs.

Chair Rose reported on the ongoing discussion of the Trustees' manual, but as Member Fiori was absent the discussion of Chapter 8 was postponed until the March meeting. The Board discussed Chapter 9, which covers governmental outreach and PR. The Board discussed various ways to interact with our legislative officials, as well as a PR strategy for the Library. As the Board reviewed various options, Director Mulé reminded the Board to focus on an overall strategy and not to get lost in the weeds of tactics.

Director Mulé stressed the need to “get into every house” as a goal of the Library’s PR efforts. There was a good deal of confusion on the part of the Board about what exactly PR means and how to do it most effectively. Definitely an art and not a science! The Board agreed that a branding sub-committee is needed, but did not appoint any members.

Member Piazza segued from PR into a discussion of the Library’s “comfort needs” as relating to its general strategy and PR. This led into a long discussion of the Library’s strategy and Board members’ responsibilities, including what it means to “volunteer”.

Member Piazza will run an HVAC advisory committee with Larry Shoer, and perhaps informed others, to come up with recommendations for the Board about the Library’s various HVAC systems and what should be done with/about them.

Member Schumacher-Hardy will run a committee on advocacy, possibly with the assistance of Member Fiori. Chair Rose and Vice-Chair MacGrory will work on prioritizing the Library’s financial needs, and Secretary Streeter will continue his work reviewing and revising Library policies for Board approval. Director Mulé noted that he would advise each committee as needed.

Secretary Streeter presented a series of recommended policy revisions and a potential schedule for the Board to consider and approve them. The Board discussed several issues around crafting a special collections policy that reflected both the diversity of the Library’s current holdings and the need for depth and focus.

Library Director’s Report

Director Mulé passed out his reports and noted that there continue to be no surprises in the budget. There were no major questions about his reports.

Member Piazza passed out his “Visit a Comfortable Space” data.

Adjournment:

There being no further business for the Board to consider,

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

The Board adjourned at 8:41 PM.

Respectfully Submitted,

Frank S. Streeter, Secretary

List of Referenced Documents:

Agenda, 2/10/16

Minutes, January 2016

Director's Report, February 2016

Budget Report, February 2016

Visit a Comfortable Space data

MBLC Trustees Manual