

Brunswick Community Library
Monthly Meeting of the Board of Trustees
September 19, 2017

Present: Fred Wobrock, Anne Poleto, Tom Mahoney, Natalie Hurteau, Marthe Ann Gabey, Maureen Cox, Ann Clemente, Amy Kiley
Excused: Jude White, Carrie Painter
Absent: Dan Casale

Meeting was called to order at 6 pm by President Fred Wobrock. July minutes were reviewed and approved as written. (Maureen Cox – Ann Clemente)

Treasurer's report was presented by Maureen Cox. Reports were emailed and both July and August were reviewed. July showed a large increase due to the sign grant, but the money was moved back out in August. The mortgage is being paid. Appeal money is still coming in. (Marthe Ann Gabey –Tom Mahoney))

Director's reports for July and August were presented by Natalie Hurteau.

July highlights:

- The septic was pumped
- The LED lighting was done
- We still need another project for the grant money. The roof might be getting near replacement time. We could also look at the HVAC system. We have two year to spend the money, probably won't get any next year

August highlights:

- It was the first time circulation has gone over 4000
- Since coming in early, can get more check outs
- Yoga is doing well, but too many people; maybe can do an outreach and hold Wednesday's session elsewhere – the school would be first choice, the Community Center second. Would like to limit to 20 participants; there may be a way to preregister; Bethlehem does that for Summer reading program
- There has been a lot of positive feedback on new hours
- The teen café has been having 6 teens come at 2:30. They do their homework and then help with other program setups, etc.
- Paul Mays, the library architect, is coming in next month
- The Fall Festival is 10/28. The library, not the Friends, will be doing the bake sale
- Trunk or Treat is also being done at Amy's; we went to the PTSA meeting and will be getting help; looking to make it a bus stop for the elementary kids
- Still planning to attend the school's Halloween dance and do glitter tattoos
- Library is a drop off for BoxTops; the teens at teen café will sort
- EZ-Pass – have sold first box
- Need pumpkins – maybe Friends will help; would like to use at the STEAM class the Wednesday before Halloween
- Went to meet the teachers and had several families come over to talk. Trying to get the kindergarten field trip back on the schedule.
- The Book & Movie club wasn't getting the numbers but was still meeting here two Fridays a month. They are moving to ROUSE and we will still support them with movies and books.
- Book club is still meeting on Mondays, but may look at other options to accommodate an additional yoga class
- Flipster is still not catching on; people seem to like the paper magazines. Natalie will check on how the other libraries are doing.
- Nothing new on Legal Aid project

(Maureen Cox – Amy Kiley)

Old Business:

Funding Energy Solutions program to save energy – changes are all done, total cost was about \$6000.

EZ Pass – Natalie reported that the first box of 25 has been sold making \$100 for the library. It's a nice convenience.

Committee Reports:

Buildings and Grounds – the grass was cut, but there are issues with the pothole repair; power washing was done Monday; Meerkat treatment will be done Wednesday.

Friends – planning a 30th anniversary barbecue; bought tablets that are currently in use.

Nominating Committee – They will be interviewing a possible candidate within the next two weeks.

UHLS – had their meeting last Wednesday. There's suddenly a lot of interest in Grants, with 17 libraries applying. They are currently interviewing for a replacement for the Manager, Admin and Finance.

New Business:

Library space -- Paul Mays will review "pie-in-the-sky" requests and then give suggestions. He has done 12 grants and knows how to sequence requests. He will be in around 4pm on the next board meeting day.

School budget – Natalie, Fred, and Maureen met with Pat Poletto at the Town for a Tax Cap explanation. We haven't gotten an increase since 2002; have to meet with the school people; we will need justification – samples were distributed.

Book Signing -- Senator Joe Bruno is waiting for us to give possible dates. Anne P, Natalie, and Jude have to meet to look at the schedule. Perhaps, it could be combined with the Fall Festival.

Annual Appeal – Would the Town share resident addresses / their newsletter mailing list? For the 30th year, we could encourage people to expand/improve the collection. Typically send a letter in November that is one-page and highlights what was done. Maybe do a 30th club who donate \$30. Can we use the Patron's list? Marty Toomajian has the list of donors. What are the options for giving – cash, check, online? Have an insert in the Town newsletter. What could we do for corporate donors? Several companies in town or going through the town like Valente Gravel.

Shared Services – Grafton is looking to share a director. Sara is qualified, so she could handle Grafton with Natalie overseeing both. Their structure is similar, except they have two presidents. They have had three directors in five years, who mainly did clerical tasks. We would be a contractor to them and they would pay \$19,000. Both Natalie and Sara would devote 10-12 hours to Grafton. This would make Sara full-time so she would get PTO. They have strange, inconsistent hours and two employees. Grafton does programs, newsletters, reports, and attends town meetings. This wouldn't be a merger. There are several benefits – Sara would have more incentive to stay, we would be a large library helping a small one, and could buy for both places. They are not losing money and do a successful "Run for the Roses" fundraiser. UHLS is on-board. If we go forward, a MOU is needed and we would work with Tim Burke and an attorney. Long terms options were discussed. Maureen Cox moved to have the BCL begin to explore and/or work with the Grafton Library to provide programs and administrative services. Amy Kiley seconded. All in favor. Motion carried. Natalie hopes to start on 11/1. They are okay for now and the next six to eight weeks. Their bills and payroll are under control. They serve the same community as the school, so it would be beneficial when we look for an increase. Grafton is a tight knit community, but not growing. They never had youth services or a certified librarian.

Next Board meeting is Tuesday, October 17th @ 6pm

Next town board meeting is October 12th and Jude White will attend.

Adjourned 7:15pm (Ann Clemente -- Maureen Cox)