

BRUNSWICK COMMUNITY LIBRARY

BOARD MEETING MINUTES

July 17, 2018

BOARD MEMBERS IN ATTENDANCE:

Clemente, Ann
Colasurdo, Laurel
Gabey, Marthe Ann
Hurteau, Natalie
Mahoney, Tom
Poletto, Anne
Wobrock, Fred
Casale, Dan
Maniello, Kevin

Excused Board Members:

Painter, Carrie
Kiley, Amy
Cox, Maureen

Meeting called to order by President, Fred Wobrock at 6:03pm

Minutes for May meeting—correction on the focus group date—approved as amended by Ann C and Laurel C

Treasurer's Report: Finance committee approves monthly statements for May and June

Motion: Marthe Ann G and Anne P

Board Approves Treasurer's Report

Director's Report:

- Discussion of updated programs and stats, numbers are great and up as it's summer. Natalie H thanks Maureen Cox and Ann Clemente for their volunteered time during the Summer Reading Program kick off
- Staff development was a great success. Natalie H and Sara Hopkins to work on a new procedural manual
- Staff has completed their passport training, waiting on facilities end to process
- Detailed discussion of joining Chamber of Commerce. Natalie H presented packet with information. Great marketing opportunities and networking. Suggestions about Grafton joining later and sharing costs. Motion to join chamber and approve the fee of \$525.

Motion: Tom M ; Laurel C

Motion to approve Director's Report: Dan C and Kevin M

Board Approves the Director's Report

Old Business:

Long Range Planning:

- Continuing to collect surveys, so far have 84
- Focus Group was on July 12th with 7 patrons in attendance. All women and mostly moms. Should be receiving a transcript of the focus group from Tim Burke and Mary Fellows soon
- Natalie H passed out chart date for the survey stats to date

Committee Reports:

Building Grounds:

- Building committee has suggested to the board to forgo a remodeling project and focus on an expansion. A remodeling project would cost the library \$143,000, but not fix a lot

- of issues the long range plan and focus group have addressed. The committee will meet with Meghan Brennan in September to start conceptualizing the expansion
- The board had a discussion about starting up a Capitol Campaign and mentioning the expansion project in the annual appeal
 - Kevin M has done more research on the septic tank. Will reach out to Paul Engster to make copies of the septic site plan. Will need this for the expansion

Anne Poleto attended our Friends Meeting:

- Friends had to cancel the 30th Anniversary party on August 5th due to lack of tickets sales
- Natalie H expressed a major concern with the lack of communication with the Friends
- More discussion of the Capitol Campaign took place in relation to how the Friends would participate.

Upper Hudson Lib. System: Fred had attended the monthly meeting.

- Annual Dinner was a success. UHLS is taking suggestions for location of next year's event
- LLSA was sent out in carrier bins to libraries and was received \$3100
- Discussion of Library Expedition. Board is interested in a "party bus" to go to all libraries as a group. Sara Hopkins and Natalie H are brainstorming a launch party

Town Meeting – Ann Poleto attended; nothing to report very short meeting

New Business:

Nominating Committee – Will meet/discuss in August. There are two seats to be filled

Chapter 259 – Natalie to follow up with POES director to get a date on the books to meet

Next Board Meeting, August 21st

Town Meeting, August 9th – Dan will attend

Meeting Concludes at 7:45 pm – Motion to Adjourn, Ann C and Anne P