

LIBRARY BOARD OF COMMISSIONERS

Thursday, November 15, 2012

In attendance:

Peg Boyle Single, Robert Resnik, Denise Dunbar, Jill Krowinski, Anne Nixon, Mary Ellen Manock, Peter Ireland, Emer Feeney, Christine Webb, Robert Coleburn, Dan Balon, Eric Lindstrom, Ashley, Rachel Van Vliet

1. Approval of Minutes

- September minutes approved
- October minutes approved with amendments (Add date, amend Friends Report)

2. Public Comment

- Peter praised the amount of programs offered. He suggested we boast about this strength!

3. President's Report

Search Update

- We expect the mayor's office to attend the stakeholders' meeting
- The mayor will share with the group his choice of candidate- this candidate will come with his endorsement
- Peg shared a concern that if the stakeholders only meet with one candidate, and that candidate does not accept the position, it will slow the process down to hold another stakeholders meeting
- While the current search committee represents trustees, Friends of, board members, and staff, patrons are not represented so the stakeholders committee will need to represent this population
- Stakeholders will have the opportunity to troubleshoot if there are issues- this is the chance to give staff, patrons a chance to be a part of the process
- It is unclear what the structure of the stakeholders meeting will be (Q&A, forum, etc...)
- The hope is to have this candidate ready for city council by the end of the year

Pay Phone

- Peg spoke with BT about the hopes for a payphone. They were very receptive and will call back tomorrow morning.

Trip to ECHO Center

- Race exhibit lasts until the end of January. The board is planning to attend the race exhibit together.
- Saturday December 1
- 10:30 Denise's workshop on talking about race with the family

4. Ashley's Report

- Ashley is working on Fiscal Report 2012
- Christine proofed the entire report and did a fabulous job

- Sneak peek: The theme is “You make this happen”; Eric wrote introduction letter; 261 donors (up from 207), last year there were 54 new donors (previous year 28 new donors), 96720
- 51761 (3000 federal grant)
- It would be great to say that there is 100% participation donating from board (no matter the dollar amount)
- February- Ashley will return to the board with new prospect packets
- The annual appeal is going out Friday December 7, 2012- would be helpful to have volunteers (treats)
- The report will be out a month earlier than last year

5. Co-Directors’ Report

- Robert C has been working on Standards report for the state
- Department heads met yesterday- the City Annual Report
- FFL has won a \$3,000 grant from IBM to support computing services. Most of the money will go to purchase 4 computers for the Computer Center. Ted Horton- responsible for the library receiving \$14,000 in grants. Ted volunteers at FFL which directly enables the IBM grants. The library does not have an IT budget. IBM grants can do towards staff computers or library computers.
- Sammie Friedman, a clerk in Technical Services at FFL retired at the beginning of November after almost 20 years of service. The job posting for her replacement is scheduled tentatively for the start of December.
- FFL’s outreach department has applied for a National Endowment for the Humanities grant called, “Bridging Cultures Bookshelf: Muslim Journeys.” The FFL will also be partnering with the Islamic Society in Colchester to offer a lecture series and related events.
- 22nd annual Books for Children Gift Campaign began on November 13th and collects new picture books for Burlington preschools from less advantaged families. Phoenix Books and Crow Bookshop are offering the community 20% off on books purchased for the campaign. Robert will forward the FFL posting about the campaign to board members.
- New AmeriCorps members Fatuma Hassan and Kira Stewart have been trained to help patrons and work on individual projects such as: Home Daycare Bookbag Program, book lists, Connections program, and multilingual books/low level English books for English language learners.

6. Staff Commissioner's Report

- Emer has been working on finding us a new youth board member. There is a young gentleman interested who has his application in. We hope to have someone by the end of the calendar year.

7. Friends Report

- The Friends met today (Nov. 15th)
- New members Kirsten McNeil and Carolyn are working on looking up book values/pricing books for the Book Stall
- Programs- Barbara Shatara and Robert Resnik talked about things to think about as the Friends start sponsoring programs (such as target audiences, funding, workshops, themes)

- The Friends have voted to have someone in a permanent position to research books to determine prices.
- Reports on funds spent for 2009, 2011, and 2012 were distributed to be focused on at the next meeting. The report was divided into Bricks and Mortar, Outreach, Professional Development, and In House
- Craig volunteered to be new chair of the newsletter, Marlene will be the editor, and Kirsten will help.
- The Friends need someone to coordinate publicity for sales/Book Stall and to run the website/feed into website manager.
- Craig will publicize, organize, and run sleuthing parties- the sleuthers will research donated books and then set value.
- Marlene will chair a decorations committee to help set up seasonal displays.
- New meeting time is the 1st Thursday of the month at 10:30 AM

8. Actions to be taken

- Board members will meet on December 1, 2012 10:30 AM at ECHO.
- Available board members will meet December 7, 2012 for Annual Report Stuffing party at 9:30 AM (if printer gets it done by then)
- Peg will continue working with BT on the payphone issue.
- Eric will broach the subject of money from Amber's salary with the mayor's team.
- Eric will contact past board members, city heads, etc... about contributing to stained glass window fund.