

Minutes of Holliston Library Board of Trustees, December 11, 2013

Present: Philip Waterman, Nancy Baron, Bill Heuer, Pat Fuller, Jim Pond, & Leslie McDonnell, Library Director

Minutes: Pat moved to accept the minutes of the November, 2013 meeting, Nancy seconded, all in favor

Directors Report:

Tammy Page has been selected as the new Head of Circulation. Tammy works at Medway, Medway is union, meaning greater pay. To make the Holliston position more equitable, Leslie proposed hiring Tammy as Grade 8, step 2 (instead of step 1). Leslie vetted the idea through Paul LeBeau, the trustees put it to a vote with Pat motioning, Jim seconding, and the trustees approved unanimously. Leslie affirms that the other candidate (Amy) accepted Tammy's selection graciously.

Five Year Plan Review:

Leslie reviewed the status of the 5 year plan (through budget year 2015) with the trustees. In general, most of the goals have been accomplished at this date. There was a discussion of self-checkout (one of the goals accomplished), how it has been embraced across all age groups. Brief discussion about missing books, the various causes of, and a note that the incidence is low. Phil suggested we should put a note on our web site that most goals within the plan had been accomplished. The trustees will begin the process of the next 5 year plan next Fall.

Children's Library:

Highlights including a very successful Lego Club meeting, and the Read with Paws Program.

The Great Utility Pole Saga Update:

Fire Chief Cassidy (who has completed his tasks) has contacted NStar again about moving their materials from the old pole to the new pole. Leslie will contact NStar again. The sequence is: after NStar, Comcast must remove it's material, then Verizon, then NStar again (they own removing the old pole). Verizon has a shared database that supposedly shows all parties involved and current status of this saga, although the database shows the fire chief has not completed his move when in fact he has. Bill suggested that Leslie use the email addresses of all principals (she has them) and in the future communicate via a group email to prod this along.

Active Users Report:

Leslie, in a follow-up to a request from last meeting, reports that the total "active users" of the library is 4,039 in 2013, of a total of approximately 8K patrons. "Active" is defined as having done some action with the library, including taking out books, getting a card, reserving a pass, etc. Every 4 years we purge inactive users, unless they are blocked. Bill asked how many patrons were blocked, Leslie said the number was low, could run a report if needed (probably not needed now).

Friends:

Leslie is working the replacement of cabinets and counters for tech services with the Friends, this could be quite expensive. Friends are looking into buying an LCD projector. Regarding people counters, Leslie says the temporary counters that were in the MLS are not available anymore, she is going to ask them again about acquiring them so multiple libraries could share. We used to put one at each door. Commercial ones, such as found at peoplecounters.com could be expensive.

Next meeting: January 15. Nancy motioned to adjourn, Phil seconded, meeting ended at 8:12