

Hopkinton Town Library—Library Board of Trustees
Meeting Minutes—January 7, 2014

Attendees: Barry Needleman, Chair; Elaine Loft; Nancy Skarmeas; Christine Hamm, Peter Gagnon; Donna Dunlop, Library Director

Meeting called to order at 7:08 pm

Secretary's Report: Minutes from the November meeting were distributed and approved as presented.

Treasurer's Report: No new money from the Tarr Trust has been received; Donna will contact the lawyers about the status of future distributions.

Director's Report: Donna reported that a new "floating" reference librarian, Bill Bissonnette, is being hired to replace Emily Welsh, who is moving to Maryland. He is currently working on his master's in library science and has been volunteering at the library for the past year. Boiler issues continue. Donna reported that the boiler has not been consistently cycling on in the morning, leading to some very cold temperatures for staff and patrons. Pro Controls has been in to diagnose the problem and maintains that the boiler should last until the planned replacement in 2016; technician will return for another assessment soon. The Library Foundation has approved \$2,000 to be used for long-term planning. Donna reported that state library consultant Tom Ladd will work with us to create an updated long-range plan, and also stressed her intention to solicit community ideas as part of the process. The public hearing on the 2014 town budget will be held on February 5 at the high school at 6:30 pm.

See full Director's Report for further details

New Business:

Town Report:

Donna shared the report on the library for she prepared for the Town Report.

Holiday Party

The board discussed whether or not to have a belated holiday party in February. It was agreed that if the staff seemed in favor of a party plans would be made.

Old Business:

Director's Review: Barry and Donna met on 1/7 to discuss Donna's review by the board. Donna thanked the board for the positive review and also reminded members that constructive criticism was also always appreciated.

2014 Priorities—Board Input: Donna asked the board for thoughts on priorities for 2014. Elaine mentioned increased technology training for the staff. Donna explained that Karen Dixon did regularly attend conferences on technology and libraries. Elaine suggested that perhaps Karen might present some of what she has learned at a future board meeting. The board was encouraged to think further about priorities and share any ideas with Donna.

Board Elections: Donna reminded the board that both Chris and Elaine were finishing up their current terms and asked if they were planning on running for reelection. Elaine confirmed that she was; Chris said she was undecided and would meet with Donna soon to discuss. The board agreed to think about suggestions for candidates for the open seat.

Meeting adjourned at 7:53 pm

Next meeting is Tuesday, February 18, 2014, at 7:00pm

Respectfully submitted,

Nancy Skarmeas, Secretary