

Hopkinton Town Library—Library Board of Trustees
Meeting Minutes—April 19, 2016

Attendees: Nancy Skarmeas; Elaine Loft; Emilie Burack; John Greabe; Donna Dunlop, Library Director. *Meeting called to order at 7:06 pm*

Secretary's Report: Minutes from April were distributed and approved.

Treasurer's Report: John and Elaine updated the board on the meeting to discuss the recent decrease in the amount coming from town trust funds. The explanation seems to be the recent expiration of several bonds and low interest rates. The board agreed that closer monitoring of investments may be in order.

Director's Report: Donna reported that recent professional development attended by staff through webinars has been beneficial. Donna plans to attend a workshop on Patron Confidentiality and Privacy and has also joined a state taskforce on serving seniors through libraries. Great programs brought many people into the library in March. Seventy-five people attended Tom Andrew's talk on opioid and opiate addiction in NH, and two Audubon programs were successful in spite of competition from HSD Celebration of the Arts. No major building issues in March, but Jason LaCombe from SMP has provided HTL some drawings of potential reconfigurations on the front of the library. The drawings will help provide a visual as discussions continue on how to improve the front landscaping. Surveying continues as part of the strategic plan, and focus groups will be formed this spring.

Old Business:

Oil Usage: Donna provided data that shows that the current rate of fuel use (at 57% at the end of March) is consistent with past years. The data also served as a good reminder of the dramatic reduction in fuel use over the past ten years.

New Business:

Meeting Room Policy: The Meeting Room Policy was reviewed and approved.

SMP Architects: Donna will schedule a meeting with SMP and town departments to discuss how to move forward with improvements to the front of the library.

Meeting adjourned at 8:05 pm

Next meeting is May 17 at 7:00 pm

Respectfully submitted,

Nancy Skarmeas, Secretary