

Hopkinton Town Library—Library Board of Trustees
Meeting Minutes—October 15, 2013

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

Meeting called to order at 7:09 pm

Secretary's Report: Minutes from September 26 meeting were distributed and approved as presented.

Treasurer's Report: Elaine had nothing to report.

Director's Report: Donna reported that Charlene Betz has agreed to become the new Friends of the Library president. There were no new building issues since the last meeting and no further word from patron Richard Simms, who last month asked why the library could not be open additional hours. Donna reported that she had done survey of NH public libraries hours and found that Hopkinton was one of only 26 (out of 230) libraries with any Sunday hours. Also, the new StoryWalk was opened with an event with 58 people in attendance.

See full Director's Report for further details

New Business:

2014 Proposed Budget: Donna presented the proposed 2014 budget to the Board. The budget shows an increase of \$7,870, most of which is due to moving library cleaning costs from the Revenue Generating Fund and putting them into the Part-time Wages line. (Cleaning costs have been running between \$7-8,000 per year.) Budget decreases totalling \$747 were made in telephone, heating, electricity and postage costs. The proposed budget will be presented to the Finance Director on October 17 and the town budget to the Budget Committee on November 4.

Rec Department Use of Building: Donna asked the Board for input on the question of allowing fee-based programs to reserve and use the Library's Community Room. The Library recently approved the use of the space for a fee-based Rec Department theater program and the adult education program LINEC has also used the space. Two patrons have questioned the use of the Community Room for these programs, quoting Library policy that our rooms are intended for programs that are "free and open to the public." Donna spoke about her desire to be a good community partner with other town department and to also remain true to the Library's mission and policies. After much discussion, the Board agreed that the policy as it stands does not allow use of Library space for fee-based programs, and the Board also agreed that changing the policy was not advisable. Donna will speak to the town about the policy and about finding spaces other than the Library for fee-based programming.

Stone Falls Gardens Signs: One patron complained that the Stonefalls Gardens signs should be removed now that the flowers are dead. The Gardens have been refreshed for fall and the signs will remain.

Old Business:

Library Policies: Donna presented an updated and revised Privacy Policy, which was approved by the Board. The Gift and Donation Policy was distributed and will be reviewed in November.

Knitters: The knitting group is considering a move to the Slusser Center, where there is comfortable seating and a better atmosphere for conversation.

Meeting adjourned at 8:32 pm

Next meeting is Tuesday, October 15, 2013 at 7:00pm

Respectfully submitted,

Nancy Skarmeas, Secretary