

**Hopkinton Town Library—Library Board of Trustees**  
**Meeting Minutes—June 28, 2016**

Attendees: Nancy Skarmeas; Elaine Loft; Emilie Burack; John Greabe; Donna Dunlop, Library Director. *Meeting called to order at 7:05 pm*

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

**Treasurer's Report:** Not much to report; next Tarr Trust payment will be received "as soon as possible" according to a letter from Tom Morse.

**Director's Report:** Good showings (32 and 65) for the Endurance documentary and a ragtime piano concert. Summer Reading Program is ready to begin. Sign ups are down somewhat, but feedback from families is positive as always. No major building issues at this moment, but Donna provided a list of projects pending, including Community Room carpeting, baseboard heating, redesign of front of library, and issues with community room windows. The Planning Committee continues working on the long-range plan. Focus groups are scheduled for July and August and surveying continues. A draft plan will be ready for review by fall. The intern who removed the hard drive from Karen's computer has a July court date.

**New Business:**

Community Room Windows: One CR window no longer opens; others are likely to fail. Replacement is likely to be expensive. Board agreed with Donna to wait until other fail before deciding on what action to take.

4th Of July: The Library will not be hosting any events for the town 4th of July celebrations. The building will remain closed.

**Old Business:**

Baseboard Heating: Bids are being collected for installation of baseboard heating in the Community Room. This will be completed before the carpeting is installed in the fall.

*Meeting adjourned at 7:45 pm*

Next meeting is July 19<sup>th</sup> at 7:00 pm

Respectfully submitted,

Nancy Skarmeas, Secretary