Hopkinton Town Library—Library Board of Trustees
Meeting Minutes—September 20, 2016

Attendees: Nancy Skarmeas; Elaine Loft; Emilie Burack; Peter Gagnon, John Greabe, Donna Dunlop, Library Director. *Meeting called to order at 7:09 pm*

**Secretary’s Report:** Minutes from July were distributed and approved.

**Treasurer’s Report:** An additional Tarr Trust payment was received this month. Only payments from 2014 and 2015 are now outstanding.

**Director’s Report:** Donna, Karen and Leigh all plan to attend conferences this month; up this week is a session on “Reference and Relevance in the 21st Century.” Also this month, a visit to the Tucker Free Library in Henniker to see how they are managing moving away from the standard Dewey classification system. A blood drive in September set a record for the HTL collection site: twenty-one units. Touch-a-Truck drew 200 people, and fifty showed up for a program of Irish music. Hopkinton READS is featuring *Between and World and Me* by Ta-Nehisi Coates. Programming is set for October and November. DD will deliver the projected 2017 budget to Neal Cass by 10/6. Donna will revise the HTL policy for Appropriate Library Behavior and bring to next meeting for board input.

**Building Issues:**
*Community Room Carpeting* has been ordered and will be installed soon.
*Baseboard heating* plans are on hold while we see if new heat control system and carpeting reduce temperature issues in CR.
*Water Heater* in the attic has been an ongoing problem due to poor insulation. Chris Boudette and Stu Nelson are working to redirect pipes and increase insulation to alleviate this problem.
*CIP Budget* information was shared with the trustees.

**Strategic Plan:**
*Focus Groups* are complete. The committee will meet Friday, Oct. 21. Trustees are asked to review the committee’s goals and objectives and email DD with thoughts.

**Community Relations:**
HTL will be featured on Kearsarge Chronicle public television. Donna, Leigh and Emilie volunteered their star power to explain and promote HTL services and programming in five-minute segments. HTL will be partnering with local historical societies on programming related to WWI, and Donna is continuing to work with the school district’s Family Support Team.

*Meeting adjourned at 7:59 pm*
Next meeting is October 18 at 7:00 pm
Respectfully submitted,
Nancy Skarmeas, Secretary