

**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