

**Hopkinton Town Library—Library Board of Trustees**  
**Meeting Minutes—12/20/16**

Attendees: Nancy Skarmeas; Elaine Loft; Emilie Burack; John Greabe, Donna Dunlop, Library Director.  
*Meeting called to order at 7:07 pm*

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

**Treasurer's Report:** A \$3000 deposit was made, a gift in memory of Thelma Mitchell; the family has agreed that it be used for new shelving.

**Director's Report:** Staff reviews have been distributed; Donna will meet individually with each person in January. Upcoming programs: a showing of the *The Music Man* in advance of the HHS production and a Hawaiian culture program with Melissa Scalph on January 5. The Foundation will be funding a Hopkinton-based book drop box and has also tentatively agreed to fund a microphone system for the CR.

**Budget:**

2017 budget With 8% of the year remaining HTL has used 87.5% of the budget.

**Building:**

Several building issues to update: CR carpet is in place and looks great. Peter Hale built a new window seat for the Reading Nook. The new Air Temperature Control system is in place and a tech from ENE/ProControls is reviewing the entire HVAC system. Waiting on an estimate from Irish Electric on replacement fixtures for the dome lighting. Front steps really need to be fixed...Donna will bring together a group of all concerned parties (library, town, architects, landscapers, etc) and maybe later a public meeting to discuss.

**Board Priorities:**

2017 priority lists from the board should be sent to r discussed with Donna.

**HTL 20th Anniversary Celebration:**

HTL turns 20 next year. The Board agreed with Donna that some sort of recognition of this 2018 milestone is appropriate.

**Town Report:**

The Long-Range Plan will be the focus of Donna's blurb for the town report.

**Gifts Accepted:**

\$4,357 in gifts were officially accepted by vote of the board.

**Board Elections:**

Two HTL board members are up for reelections. Emilie and Elaine are considering whether or not they will run again.

**Upcoming Program:**

John Greabe will present a program on "fake news" later this year.

*Meeting adjourned at 8:05 pm*

Next meeting is January 17 at 7:00 pm

Respectfully submitted,

Nancy Skarmeas, Secretary