

Hopkinton Town Library—Library Board of Trustees
Meeting Minutes—1/17/17

Attendees: Nancy Skarmeas; Elaine Loft; Emilie Burack; John Greabe, Peter Gagnon, Donna Dunlop, Library Director. *Meeting called to order at 7:03 pm*

Guest: Darragh Madden of Irish Electric came to talk to the board about possibilities for replacing the six dome light fixtures in the Library. The lights give off very little light and patrons often complain about difficulty seeing in the shelving areas. Darragh spoke to the board about typical light levels for libraries and demonstrated how HTL's lighting is well below the standard. (Recommended is 50-60/HTL around 9.) Darragh provided two possible examples for replacing the dome fixtures (one at \$1,000 per fixture the other \$1,900). After some discussion, the board agreed that replacing the fixtures is a necessity and will look at further possibilities provided by Darragh; Peter Gagnon also volunteered to research some fixture options. The board also agreed to carefully consider the level of light that would be optimal before purchasing any new fixtures.

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

Treasurer's Report: A \$7,500 payment was made to the town from the revenue generating fund; nothing else to report on the budget.

Director's Report: Recent programs had mixed success. Only two people attended the showing of *The Music Man*; but the Hawaiian Culture and Music program brought in 22 people. Upcoming are a DIY skin care program and an Eleanor Roosevelt reenactment as part of Women's History Month. On March 26th HTL will host a panel discussion on fake news with trustee John Greabe among others. Also, Cookies with Cass will return in February.

Budget:

2016 budget HTL used 99.987% of its operating budget in 2016! (\$36 was returned to the town.)

Building:

Front of the Library: Donna will bring together a group of all concerned parties (Library, town, architects, landscapers, etc) and maybe later a public meeting to discuss plans for the front of the Library.

Board Priorities:

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

Board Elections:

Two HTL board members are up for reelections. Emilie has agreed to run again; Elaine will decide by 1/20. Filing period is Jan. 25 through February 3.

DVD Vacation:

Donna asked the board for approval for time off beyond her vacation days in Feb/March. The board gave their verbal approval and will formalize with the necessary letter to the town.

Meeting adjourned at 7:50 pm

Next meeting is February 21 at 7:00 pm

Respectfully submitted,

Nancy Skarmeas, Secretary