

**Hopkinton Town Library
Board of Trustees Meeting, June 21, 2017**

Attendees: Elaine Loft (President), John Greabe (Treasurer), Nancy Skarmeas (Corresponding Secretary), Pete Gagnon (Library Foundation Representative), Emilie Burack (Secretary), and Library Director Donna Dunlop

Elaine called the meeting to order at 7:01.

Secretary's Report: John moved to approve the May minutes. This was seconded by Nancy and passed unanimously.

Treasurer's Report: John reported there were no significant financial matters of note. His report is attached to these minutes.

Director's Report:

Donna proposed language to add staff development to the library's long range plan. She also reported on matters regarding library services, programs, the building, and community relations, all of which are stipulated in the Director's Report attached to these minutes.

New Business:

Donna reported that the Friends Book Sale will happen this Saturday, June 23. Hopkinton READS! selections are Willa Cather's One of Ours and Stanley Weintraub's Silent Night: The WWI Christmas Truce.

Old Business:

Donna showed the group a preliminary proposal by Hoyle, Tanner & Associates for reconfiguring the parking in front of the library. The board gave feedback, which Donna will relay to the firm. Donna reported on a recent meeting with Town Manager Neal Cass regarding placement of the new book return by the Town Hall. The group talked briefly about forming a committee to organize the HTL's 20th year celebration.

The meeting adjourned at 7:58.

NEXT MEETING: July 18, 2017

Respectively submitted,

Emilie Christie Burack
Secretary