

Trustee Meeting Minutes
Monday, January 11, 2010

The January meeting of the Leominster Public Library Board of Trustees was called to order at 5:10 p.m. on Monday, January 11, 2010.

In attendance were: Gilbert Tremblay, Chairman; Kathleen Reynolds Daigneault; Nancy Hicks; Carol Millette; Robert Salvatore; Assistant Director Meredith Foley; and Director Susan Theriault Shelton. Absent: Jeanne Zephir.

The minutes of the previous meeting were approved as amended. (CM/NH)

Old Business:

Library Expansion Project

Mrs. Shelton informed the Board that Building Inspector Edward Cataldo spoke with Project Manager Michael Mullaney on Friday, January 8, 2010, and said the final occupancy permit was forthcoming.

Mrs. Shelton will be meeting with Michael Mullaney on Thursday, January 21, 2010 to complete the required Department of Capital Asset Management (DCAM) review of Beacon Architectural Associates for both pre-construction and construction work.

Library Hours of Service

Susan Shelton met with Mayor Mazzarella on Friday, January 8, 2010 to discuss the library's hours of service. She reminded the Mayor that the library's part-time personnel budget was cut \$20,000 for FY10, and that during the library's budget presentation she told the City Council that this cut potentially would necessitate a reduction in the library's hours of service. However, after discussion with the Board of Trustees, it was decided not to act quickly but to review usage reports and meeting room reservations prior to making a decision. Both morning and evening hours were considered as possible times for a reduction in hours. Ultimately, although less desirable, the library determined it would need to close an evening to save enough money in part-time personnel to absorb the cut. Since this would have a significant impact on public meeting room availability, the closing of one night has been delayed as long as possible. She indicated that in order for the library to maintain its current hours of service, she will need a supplemental appropriation in the amount of \$8,000.00. The library returned \$12,338.58 in personnel last fiscal year. She will be submitting a request to the Mayor for the upcoming City Council meeting, along with a request for a transfer from state aid into the library books and a-v line-items.

New Business:

Foundation Center Cooperating Collections Proposal

The library submitted a proposal in late December to the Foundation Center of New York to become a Cooperating Collection. This proposal was considered by the Foundation Center Review Board on Friday, January 8, 2010. The library should receive notification of the Board's recommendation within the next 2 weeks. If the library is accepted to be a Cooperating Collection, this will further enhance the resources the library can make available to the public through its newly established Grants Resource Center, which is a cooperative project with the Associated Grant Makers, and is funded by the Community Foundation of North Central MA

CMRLS Mini Grant Proposals

The regional library system is undergoing a major reorganization, and beginning in FY11, CMRLS (Central MA Regional Library System) will most likely no longer exist as we know it. Therefore, they are offering one more round of mini-grants to regional library members, so the library thought it should take advantage of this opportunity. Head of Technical services May Lee

Tom is working on a Community Read Proposal to submit at the end of the month. This would include engaging the community to read *Animal, Vegetable, Miracle* by Barbara Kingsolver and having a facilitated book discussion, establishing a library "Community Garden" at Sholan Farms, which would be planted and tended by volunteers and donating the food to a local food pantry, showing the film *Food, Inc.* followed by a panel discussion, partnering with LATV and the Mayor to film visits to local farms, dairies, etc., hosting programs on composting and cooking with seasonal vegetables/herbs, and presenting a relevant story time for preschoolers with a related craft like planting seeds.

Edward Bergman and Susan Shelton will also be meeting with the outreach librarian from Mt. Wachusett Community College to discuss a possible mini grant proposal to help market the resources the library has available for students of the college. It was noted that a large number of Mt. Wachusett Community College students use the Leominster Public Library on a regular basis.

Sisters in Crime Library Grant

The library is working on a photograph featuring 3 staff members dressed-up in costume and depicting various crime sleuths, while holding books written by authors who are members of Sisters in Crime. This is being done for a submission to Sisters in Crime in an attempt to secure one of the \$1,000 grants for books that the organization is awarding to public libraries in 2010. Staff member Gary Kendall is working on this project on behalf of the library.

Quarterly Library Usage Report

Mrs. Shelton distributed the quarterly library usage report and discussed comparisons. The drop in non-resident usage is directly attributable to no longer circulating to Fitchburg residents since they became decertified by the MA Board of Library Commissioners in January 2009. She noted that this report is going to be revised to more adequately represent overall usage of the library, including meeting room and computer use, as well as monthly people counts.

1910 Carnegie Library Bldg – Centennial Celebration

This is the 100th anniversary of the opening of the Carnegie library building, which was the first free standing public library building in our community. Previously the library was located in part of the town hall's auditorium. Kellie Aponovich is chairing a library staff committee to begin planning several celebratory events. It is also the 100th anniversary of the Colonial Band, and Louis Charpentier's 100th birthday this year. It was also noted that this is the 50th anniversary of Johnny Appleseed School.

Announcements:

The library will once again have a team sponsored by Ronald Ansin in the Annual Boys & Girl's Club Spelling Bee to be held on Thursday, January 28, 2010. Members of the team include: Jane Maguire, Rosalyn Navaroli, Nona Ojala, Nancy Swanson, and Louise Thomas.

Carol Millette and Nancy Hicks are organizing a Trustee-sponsored staff appreciation luncheon on Wednesday, March 3rd.

Respectfully submitted,

Meredith Foley
Recording Secretary