

Trustee Meeting Minutes
June 11, 2012

The June meeting of the Leominster Public Library Board of Trustees was called to order at 5:05 p.m. on June 11, 2012.

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

Absent: Mark Bodanza

The minutes of the previous meeting were approved as submitted. (SCZ/RS)

There were no questions regarding the Director's Report.

Old Business:

The Election of Officers was tabled as Mark Bodanza was absent.

The Mayor has submitted the library's proposed FY13 budget to the City Council without any changes. The library's budget defense before the City Council was held on June 4th with only a few questions regarding building & grounds, lights, and Verizon. The Board commended Mrs. Shelton for her excellent presentation to the Council.

Mrs. Shelton informed the Board that the C/WMARS migration to Evergreen has been the most challenging of any of the library's previous software migrations. She indicated that the first two weeks with Evergreen were difficult, but feels things began to improve last Thursday. Mrs. Shelton commended library staff members Edward Bergman, Ann Finch, Meredith Foley, and Nancy Tourigny for everything they have done to troubleshoot issues and assist staff encountering problems with the software. Mrs. Shelton also thanked the Board for allowing the library to be closed over the Memorial Day weekend when the migration took place. The new Evergreen software was unexpectedly made available on Memorial Day. This enabled Mrs. Shelton and Mrs. Tourigny to register all service desk computers and upload templates developed by Mrs. Tourigny on the Monday holiday. Opening Tuesday morning to the public went more smoothly because this had already been done the day before.

Mrs. Shelton indicated that there continue to be numerous bugs in the software, which are now being worked on. The migration appears to have been much more difficult than C/WMARS' network staff anticipated. The new system requires much more concentration on the part of staff at the service desks. Several of our library staff members are developing work-arounds for the bugs until these issues are resolved by C/WMARS. Staff remains positive while working through this transition period.

Mrs. Shelton reminded the Board that some of the reasons the C/WMARS member libraries voted to change from a vendor-produced software system to Open Source software were: cost; the lack of response to the network's needs by the previous vendor Innovative Interfaces; the fact that the Evergreen software should allow more accountability with individual staff log-ins and be much easier to make changes and enhancements; and C/WMARS should be able to benefit from the development of other Evergreen clients.

Mrs. Shelton announced that she has received to date 36 applications for the position of Head of Children's Services. Due to the network migration, she has had to delay the review of

these applications. She hopes to begin conducting interviews in early to mid July. She is also working on updating the job description and developing interview questions. Part-time staff member Amy Ricciuti will pick up additional hours to fill-in during the busy summer months to help the Children's Room's with summer reading and its numerous programs.

The date for Movie Night for Grown-ups has been changed and the Friends will not hold their regular book sale on Thursday, June 28th due to the Longsjo Race in downtown Leominster.

New Business:

Mrs. Shelton informed the Board that someone has contacted her about donating a charcoal drawing of a now-deceased, long-time library patron. Mrs. Shelton informed the donor that acceptance of anything of this nature would need approval of the Board of Trustees. She also noted that she has not seen the drawing. After a brief discussion, **a motion was made and unanimously approved to decline the offer of this donation. This vote is consistent with a vote taken earlier this year on another portrait offered to the library.** (SCZ/GT)

Over 300 people attended the Feldman Celebration on May 20th, which was a beautiful late spring day. The Feldman family was very pleased with the overall celebration. The June 8, 2012 edition of the *Telegram Towns* had three photos from the event, two of them of the Feldman grandchildren participating in the event's programs. Mrs. Shelton indicated that the Feldman Family and all involved with the planning of the event felt that the move from October to May was good decision.

There will be a public retirement reception in honor of Head of Children's Services Linda Peterson in the small meeting room on Wednesday, June 13 from 1-4 p.m. This has been publicized via a bookmark in the Children's Room, an article in the *Sentinel*, a posting on the library's website, and a Constant Contact email to library interest groups. Light refreshments will be served.

Mrs. Shelton informed the Board that the library will be donating an 18" by 24" digitally reproduced picture of Eric Carl's "Mother Giraffe," which will be plated in honor of Linda Peterson, to the Children's Room. Additionally, Ms. Peterson will be given a gift certificate to Apple Hill Farm and flowers. Board members are invited to join library staff in making personal contributions toward these gifts.

Mrs. Shelton asked how the Board felt about holding summer meetings. After a brief discussion, it was decided to combine the July and August meetings and hold one meeting on July 23rd.

The next meeting will be held on Monday, July 23rd at 5:00 p.m. in the library's Historic Conference Room.

The meeting adjourned at 5:55 p.m.

Respectfully submitted,

Meredith A. Foley
Recording secretary