

MINUTES OF THE LIBRARY BOARD OF TRUSTEES
Regular Meeting
December 15, 2015
Rose Room
6:00 p.m.

Members present: Lori Chick, Pam Hubbard, Amy Lemelin, Steve Maimes, John Roese, Natalie Wensley and Brian Sylvester, Director. Also present: City Attorney T. O'Rourke.

1. The meeting was called to order at 6:00 p.m.
2. The minutes were accepted after correcting the spelling of "Roese" and removing the word "kids" in item 7.
3. The treasurer's report was placed on file.
4. Communications from the Director
 - a. Recent improvements to the building include new carpeting in the foyer at the lower entrance, some repainting, and the replacement of the HVAC units on the roof. Brian is looking into replacing the sprinkler system alarm panel and repairing the loose brickwork on the front steps of the original building.
 - b. The staff will observe Christmas with the patrons the week of December 22nd.
 - c. There have been changes in the officers of the Friends of the Library. Brian will assist the group by developing job descriptions for the officers, as well as completing a required form for them.
5. Old Business
 - a. City Attorney O'Rourke addressed our continuing issues with the Envisionware system. The trustees will discuss how they wish to proceed at a later meeting that can be attended by all members of the board.
 - b. Negotiations continue between the City and the staff, with the next session scheduled for December 18th.
 - c. The decrease observed in the circulation of materials at the Library is not unique to Rochester. Data collected demonstrates that this is a trend in libraries across the state.
6. New Business
 - a. In the absence of funding for marketing purposes, the Library may look into getting publicity via the City's membership in the Rochester Chamber of Commerce. The Library did have a little publicity recently in Foster's, but that occurs less frequently since the change in ownership.
 - b. The 1st draft of the Library's budget is due in January, and need to prioritize is critical in the face of a directive of a 0% increase in overall spending. Brian is considering a CIP for a new server.
7. The Trustees voted to go into non-public session (NW/ JR) at 7:10 per 91-A: 3 II (a), (c), (d) and 91:-A 2 I (b), (c) and voted to return to public session (JR/NW) at 7:14 p.m.
8. Brian shared information about several bills currently at the Legislature.
9. The January meeting is scheduled for January 12th.
10. The meeting was adjourned at 7:22 p.m.