

Minutes of the Library Board of Trustees
Regular Meeting
January 5, 2016
Rose Room
6:00 p.m.

Members present: Lori Chick, Nat Goodspeed, Pam Hubbard, Amy Lemelin, Steve Maimes, John Roesse, Natalie Wensley and Brian Sylvester, Director.

1. The meeting was called to order at 6:00 p.m.
2. The minutes of the December 15, 2015 meeting were accepted as written. (LC 1 / SM 2)
3. The treasurer's report was placed on file. Brian noted that the collection development line will soon be depleted, resulting in the tapping of trust funds.
4. Communications from the Director
 - a. Buildings and Grounds
 1. The Fire Marshall has suggested replacing the panels for the sprinkler system. Brian has learned that this would be an item for Buildings and Grounds rather than the Library.
 2. More HVAC work is needed. The second floor has been repainted, and work is underway on the first floor.
 3. The story time area needs a closet which would be a Building and Grounds project next summer. A new and properly installed book drop is slated to be a CIP for FY 18.
 - b. Friends of the Library
 1. The Friends met on January 4th. Katherine Parker Wright is serving as acting president until May, at which time Peg Higgins will assume that office.
5. Old Business
 - a. RFID Encoding Project Update
 1. The trustees reviewed the options relating to the RFID project. After lengthy discussion, the trustees voted unanimously on a motion (NW 1/JR 2) to direct the city attorney to make a final informal telephone communication with Envisionware, and/or to send a formal letter to resolve the issue with the stingray tags and the damage they have caused.
 2. Collective Bargaining Update
There is nothing to report.
6. New Business
 - a. FY 17 Budget Review
 1. Brian summarized the budget he has prepared, adhering to the directive of a 0% increase over the FY 16 budget.
 2. The requests have been prioritized, with the Librarian I upgrade for two positions, one in circulation and the second in technical services, being the most urgent needs. The total additional cost to accomplish this is \$16,000.
7. Nonpublic Session
There was none.
8. The next two meetings are scheduled for February 16th and March 15th.
9. The meeting was adjourned at 7:34 p.m.