

**Burlington Public Library
Board of Library Directors' Meeting Minutes
January 3, 2017**

Call to Order: 7:30 p.m.

In Attendance: Mike Ragaisis, Craig Winter, Kevin Mullen, Sandy Mazeau, Jodi Kryzanski, Sandy Hierl Julia Pizzoferrato, and Marie Spratlin Hasskarl

Absent: Alyssa Colasanto, Laura Hedenberg, Sri Srinivasan

Welcome visitors: none

Minutes for December: No clarification or corrections needed Motion to approve Mike Ragaisis, seconded Craig Winter.

Communications: Thank you note from University of Tampa for gift of two children's books (via Hunter Fabretti)

TAC Business: 13 members attended the TAC holiday party, Food Wars and Current Events both cancelled due to weather. Food Wars will be rescheduled. Current Events was held virtually through texts. staff planning meeting for Summer Reading to be held January 4. Looking Forward to TAC Sleepover and Take Your Child to Library Event both to be held in February.

Julia shared the outcomes of the meeting held in December with Alan Beitman, Superintendent of Schools and Marie, Diana, Laurie and Sara

- Bulletin boards to be installed in HarBur and Mills to promote library events
- BPL staff may email promotional material directly to superintendent for approval
- BPL staff will not have to fill out publicity permission slips moving forward
- BPL staff will periodically be invited to weekly staff meetings to promote a relationship between schools and library
- Set up meeting with Language Arts Coordinator and Director of Studies

Director's Report

Budget - Currently 46% expended through end of December.

December Highlights - Giving Tree 2016 for Susan B. Anthony Project was the BEST EVER!

Statistics - overall most categories are down, some small increases in out of library borrowing and visitors (good news - people are coming to library for other services). In comparison statewide numbers of other libraries in Listserv are also low.

The Main Street Fund in coordination with the Burlington Community Fund (formerly the Burlington Bell) and James R. Parker Trust granted to library \$5000 towards the website redesign (had requested \$7000)

Building and Grounds: Punch List - water fountain has not yet been replaced, circulation pump in utility room was replaced \$3700, repair needed to fix wire (no heat) was fixed same day

Ongoing Business:

Building Expansion Project - Town signed a contract with construction manager (Downes), Town has hired a consultant from CREC to oversee the construction process alongside Downes, the building committee and Tecton. Still on schedule for April 1st start date for construction.

Friends Update: Recapped the successful "One Dish Wonder" Fundraiser, planning on repeating it next year. Fundraising sub-committee has been formed to plan fundraisers for items related to the Expansion Project. Will be ready to go when the list is created. Giving Tuesday (Tuesday after Thanksgiving) was moderately successful, needs more marketing for next year.

Miscellaneous: Sandy noted that BOLD has no jurisdiction over employee related issues. While we can discuss issues and empathize, we cannot act on these issues.

Next meeting: Tuesday, February 7, 2017 7:30 pm

Meeting Adjourned: 8:40 p.m.

Submitted by: Jodi Kryzanski, BOLD Secretary