

Burlington Public Library
January 6, 2015
Board of Library Directors' Meeting Minutes

Call to Order: 7:30 pm

Attendance: Mike Ragaisis, Craig Winter, Kevin Mullen, Kim Lawton, Sandy Mazeau, Marie Spratlin Hasskarl, Sridhar Srinivasan, Alyssa Colasanto, Sandra Hierl, Deb Watson, Jodi Kryzanski

Guests: Tessa McNaboe, Anna Elwell, Taylor Driscoll, Hailey Wilcox, Shelby Dougherty (from Region #10's Civics class)

Place: Anne L. Walluk Community Room

Approval of BOLD Meeting Minutes for December 2, 2014 approved as submitted.

Correspondence: Town Clerk, Mary Jane Ugalde – sent a letter to the BOLD with updated procedures for recording minutes for Board meetings, Marie shared the calendar of BOLD meetings for 2015. Meetings to be held the first Tuesday of the month in January – June and October – December, September meeting to be held on 9/15/15. No meetings held in July and August. All meetings will begin at 7:30 pm (note June meeting will begin at 6:30 pm)

Teen Advisory Council (TAC):

- *Take your Child to the Library Day*, February 7, 2015, all TAC members expected to attend to assist parents/children. Will include an ice sculptor.
- *Peep Planning Meetings* to be held Sat., January 31, 2015 and Sat. February 21, 2015
- *TAC Sleepover Event* (2nd time held) Sun., February 15, 2015 to Mon., February 16, 2015

Budget to Date: Summary statistics are all in line with time of year, through end of December 51% expended.

Library Statistics: Numbers up for online materials, items checked in, and online collection holding own; self-checkout and interlibrary loan up considerably from last year, new patrons (registered card holders) up as well. Note: Some issues of late with driver for CCard's capacity for taking and transporting books. Size of car is limiting.

December Highlights: Book Sale and Giving Tree were both very successful
Budget handed in on December 22, 2014

Upcoming: Video Testimonials – taping clips, January 17, 2015 of patrons sharing why they enjoy the library and the services offered. The link will be posted on the Friends website

Building and Grounds:

- Oil dripping down the feed pipe, plumbing company said that they could fix it, or “we” could try fixing it first with some kind of epoxy.
- Chimney cleaning –based on amount of use can wait on cleaning this year
- Rust in water noted in toilets only, not in taps that provide drinking water, not a concern at this time

Budget: Draft budget presented in December 2014

Salaries - Percent of increase 2.25% increase, added to increase two staff members to full time, increased hours of library assistants, total of 20 additional hours per week

Materials increased to \$35,000

Equipment Maintenance, Electricity, Fuel, Building Maintenance, Telephone, Computer Services, Office Supplies and Operating Expenses all left the same as last year

Total Percent of Increase from last year is \$361,820, 8.4%

Sandy Mazeau motioned to approve the draft budget, Kevin Mullen seconded, all members in favor, Budget approved.

Library Expansion Project: Need to plan a 10 minute presentation with a 5 minute Q&A portion to inform taxpayers about the Library Expansion Project at a town meeting prior to the referendum, as well as public information sessions. Town Annual Meeting to be held on January 26, 2015 – may be a good venue for an information session.

New Business: Ann Walluk Community Room Policy discussion – current policy reviewed and BOLD members made suggestions for revisions. Policy will be distributed to members for final review before approval at next meeting.

Next Meeting: Tuesday, February 3, 2015

Meeting Adjourned: 9:58 p.m.

Submitted by: Jodi Kryzanski, BOLD Secretary