

Boyden Library
Board of Trustees
Minutes of Monthly Meeting
Tuesday, November 04, 2014

7:00 pm Welcome and call to order Kevin Penders.
Attendees: Trustees Kevin Penders, Tom Magee, Ellen Pillsbury and Joe Lally. Also present Library Director Jerry Cirillo and ADCOM liaison Sue Dring. Absent: Trustee Sue Burlone and Fran Spillane.

Minutes: The approval of the October 07, 2014 meeting minutes was moved to the December 02, 2014 meeting.

Friends' Report:

Director Cirillo reported the Friends' will begin the 2015 membership drive in late November using a combination of e-blasts through Constant Contact and regular mail. The Friends' appreciated the 100% support of the Board of Trustees in 2014. They reported a total of 325 members of which 177 paid dues in 2014. Also Dave Crimmins is looking into the Amazon Smile program in which Amazon will donate a portion of an Amazon purchase to the Friends if they are designated as the purchaser's charitable organization. Ellen Pillsbury will attend the Friends' meeting scheduled for Wednesday, November 05, 2014.

Approval of Construction Project Invoices:

One invoice from LLB Architects, invoice #34-1024A, dated 10/17/14, in the amount of \$12,979.55 was reviewed. Kevin Penders made a motion to approve; Ellen Pillsbury seconded; all approved 4-0.

Professional Staff Reports:

The October 2014 professional staff reports were reviewed. Director Cirillo discussed the Fall Speaker Series sponsored by the Friends'. The first presentation was held on October 22 by Jeff Peterson and which 31 people attended. Also discussed was Director Cirillo's meeting with union representation to discuss the Sunday schedule.

Financial Report:

The September 2014 financial report was reviewed.

Director's Report:

The director's report was reviewed. Briefly discussed was the digital signage; the additional drive-up book return; and the No Parking signs installed on Baker Street.

Library Technology Update:

Director Cirillo reported the data boards are up and the security gates are down. He also mentioned the new web page will be launched shortly and that Tom Spizuoco is scheduled to meet with Kathy Bell-Harney on Thursday, November 06. There will be a presentation at the next Trustees meeting scheduled for December 02.

Library Programming:

No discussion.

Liaison Reports: Selectmen; Advisory Committee:
No reports.

Trustee Sub-Committees:
Briefly discussed was the financial close-out of the library renovation project.

Other Business:
None

Items for next agenda:
None

7:30 pm Tom Magee made a motion to adjourn; Joe Lally seconded; all agreed 4-0.

Respectfully submitted,
Deborah J. Volpini