

Boyden Library
Board of Trustees
Minutes of Monthly Meeting
Tuesday, January 5, 2016

7:00 pm Welcome and call to order Kevin Penders.
Attendees: Trustees Kevin Penders, Tom Magee, Joe Lally, Deborah Stone and Collin Earnst (arrived late). Also present Library Director Manny Leite and Friends' President Dave Crimmins.
Absent: Trustee Sue Burlone.

Minutes The minutes of the December 1, 2015 meeting were reviewed. Tom Magee made a motion to approve; Joe Lally seconded; approved 4-0-0.

Correspondence

A letter from the MA Board of Library Commissioners dated 12/3/15 was received notifying Trustee Penders that the first payment of the FY2016 State Aid to Public Libraries Programs would be issued in the amount of \$9,719.52.

Director Leite introduced two positive emails from patrons who attended the Gary Gekow employment workshops and an email from the Children's program performer Vinny Lovegrove praising his experience here at the library with both the attendees and the staff.

Friends' Report

President Dave Crimmins reported the change of date for the Friends' Annual Meeting from February 3 to January 27, 2016. He also mentioned the start of this year's Membership Drive and that Director Leite assisted the Friends' by providing them with the SAILS patron list. Dave passed out for review the letter they drafted which will be used to mail to members and SAILS patrons. He also mentioned that he and Manny are working on the Friends' 2016 budget in support of library programming. Trustee Stone will attend the Friends' January 6 monthly meeting. Dave will miss the February and March 2016 monthly meetings.

Professional Staff Reports

The December 2015 staff reports were reviewed.

Financial Report

The November 2015 financial report was reviewed.

Director's Report

The director's report was reviewed. There followed a discussion on the FY17 Budget proposal. Manny distributed copies of the Town of Foxborough Advisory Committee Budget Review Schedule, the FY17 Annual Operating Budget Overview and the town's Budget Historical Comparison. The library's budget goes before the ADCOM on Wednesday, January 20 at 8:00 pm; Trustee Penders, Trustee Magee and Director Leite plan to attend.

Liaison Reports

ADCOM – Library's FY17 Proposed Budget Review – January 20, 2016.
Selectmen – No report.

Trustee Sub-Committees

- Personnel: Chairman Penders distributed the Library Director Evaluation form to the Trustees and designated a Fall timeframe for feedback from the Trustees.

- Gifts Funds: Deb Stone reported that Jeff Lovely and Finance Director Randy Scollins will be attending the February 2, 2016 Trustee meeting to discuss the Beyond Books fund.
- Technology: Director Leite reported that he is working with Comcast to provide more bandwidth for the public computers in the library.

New Business

Trustee Penders would like to do an Appreciation/New Year's Breakfast for the staff. Deb Stone made a motion to approve; Joe Lally seconds; agreed 5-0-0.

Legislative Breakfast

Director Leite reported that State Representative Jay Barrows will be attending the Legislative Breakfast on Friday, January 20, 2016. Trustee Penders and Director Leite will also be attending.

Museum Passes

Manny discussed the need for museum pass donors and it was suggested that he reach out to the Lakeview Pavilion Charitable Foundation as they have been the library's main donor in past years.

Policies

Director Leite introduced an updated *Unattended Children Policy* for review. After some discussion Kevin Penders made a motion to accept the policy as written by the director; Tom Magee seconds; approved 5-0-0.

Items for next agenda

Summer Programming

7:56 pm

Tom Magee made a motion to adjourn; Collin Earnst seconded; approved 5-0-0.

Respectfully submitted,
Deborah J. Volpini