

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

7:00 pm Welcome and call to order Kevin Penders.  
Attendees: Trustees Kevin Penders, Tom Magee, Joe Lally, Ellen Pillsbury, and Fran Spillane; Advisory Committee liaison Sue Dring. Also present Friends' President Diane Monahan and Library Director Jerry Cirillo. Absent: Trustee Sue Burlone.

Minutes: The minutes of the January 06, 2014 meeting were reviewed. Fran Spillane made a motion to accept; Joe Lally seconded; approved 4-0-1.

Friends' Report:

Friends' President Diane Monahan began her report with a discussion on the Author Series planned for once a month in the months of February, March, April and May 2014. She followed with a report of monies spent by the Friends' in 2013 to support the library: rental books \$1,336; Book Pages \$480; E-books \$1,000; Children's programming \$1,014; rental space at St. Mark's for Children's story times during the construction project \$450; supplies and printing for Children's \$181; advertising for the Re-Dedication ceremony \$645; poinsettias during the holidays \$125; and holiday gift for the staff \$62; for a grand total of \$3,957. Chairman Penders issued a verbal thank you to the Friends for their support of programming, the building and the library patrons. He commented that the Friends' are an invaluable resource to the library.

Professional Staff Report:

The January 2014 staff reports were reviewed.

Financial Report:

The December 2013 financial report was reviewed. Director Cirillo explained the telephone expense line overage and the issues with Verizon which the Finance Department is working to resolve.

Director's Report:

The Director's Report was reviewed. The ability to access the HVAC remotely is now available and Tony Moussalli, Facilities Manager for the schools is assisting with monitoring the system. Also discussed was the work being done by TS Target Sites on the new website for the Library. Kevin Penders requested that TS Target Sites give a presentation to the Trustees at a future monthly meeting. Also discussed was the upcoming Author Series and the possibility of more adult programming.

FY15 Budget Proposal:

The Library Budget Sub-Committee met with the ADCOM on Wednesday, January 29, 2014 to discuss the FY15 library budget proposal along with the possibility of Sunday hours at the library. On Monday, February 3, 2014 Kevin Penders, Tom Magee and Jerry Cirillo met with Acting Town Manager Bob Cutler and Finance Director Randy Scollins. At the request of the Acting Town Manager and Finance Director, the library was asked to finance Sunday hours using Library funds. The response of the Library Budget Sub-Committee was that they would present the request to the Trustees at their meeting scheduled on Tuesday, February 4, 2014.

At the Trustees meeting on February 4, 2014, there was a lengthy discussion regarding the funding of Sunday hours. Following the discussion, Kevin Penders made a motion that the Boyden Library Board of Trustees, having reviewed the FY15 budget proposal to the Town, and as defended to the Advisory Committee, vote to reduce the budget request proposed by 20K, however that the Trustees reaffirm their commitment to Sunday hours and for the purposes of this one year experiment will derive the 20K from some other resources; Tom Magee seconded; no further discussion, approved 4-1.

Kevin Penders will report the results of the vote back to the Acting Town Manager and Finance Director.

Approval of Construction Project Invoices:

- FTG Technologies, dated 10/8/13, in the amount of \$2,851.19. After reviewing, Kevin Penders made a motion to approve; Ellen Pillsbury seconded; approved 5-0.
- Comm-Tract Corp, dated 1/21/14, in the amount of \$3,150.00. After reviewing, Fran Spillane made a motion to approve; Joe Lally seconded; approved 5-0.
- Louison, Costello, Condon & Pfaff, LLP, dated 1/6/14, in the amount of \$1,912.50. After reviewing, Kevin Penders made a motion to approve; Ellen Pillsbury seconded; approved 5-0.

Library Technology Update:

See Director's Report above regarding new library website.

Liaison Reports: Selectmen; Advisory Committee:

Fran Spillane reported there were no issues to report from the Selectmen. The Advisory Committee was discussed previously in the meeting.

Trustee Sub-Committee Reports:

No report.

Other Business:

Ellen Pillsbury reported that the FHS yearbook for this year which was to be dedicated to Sam Berns will now be in memory of Sam. Former FHS student and current Emerson College student Cooper Vacheron, along with two other Emerson students, will be putting together a documentary about Sam to be shown at Class Night 2014. The Emerson students will be filming some of the interviews for the documentary at the Library on Friday, February 7, 2014. Ellen thanked the library for their support of the project.

Kevin Penders and Jerry Cirillo will be attending the Legislative Breakfast on Friday, February 7, 2014.

Items for Next Meeting Agenda:

None

The next regular monthly meeting is scheduled for Tuesday, March 4, 2014, at 7 p.m.

8:30 pm Tom Magee moved to adjourn; Fran Spillane seconded; all agreed.

Respectfully submitted,  
Deborah J. Volpini