

Boyden Library
Board of Trustees
Minutes of Monthly Meeting
Wednesday, December 19, 2012

8:20 pm Welcome and call to order Janet Pineault.
Attendees: Trustees Janet Pineault, Fran Spillane, Tom Magee, Kevin Penders and Ellen Pillsbury. Friends' President: Diane Monahan. Advisory Committee: Kevin Powers. Also present Library Director Jerry Cirillo. Absent: Trustee Jeff Lovely.

Minutes: The minutes of the November 19, 2012 meeting were reviewed. Kevin Penders made a motion to approve; Janet Pineault seconded; all approved.

Friends' Report:

President Diane Monahan began by reporting there was not a Friends' Board meeting in December 2012. The next meeting is scheduled for January 2, 2013. She also mentioned that the Friends were working on the winter newsletter and would like to include information on the Boyden Library Capital Campaign. The Friends' are also planning a Staff Appreciation Day on December 13 with ice cream sundaes and holiday flowers for the staff.

Professional Staff Reports:

The professional staff reports for November 2012 were reviewed. Janet Pineault made a motion to accept; Fran Spillane seconded; all agreed.

Financial Reports:

The October 2012 financial report was reviewed. Janet Pineault made a motion to accept; Fran Spillane seconded; all agreed.

Director's Report:

The director's report was reviewed.

FY14 Budget Proposal:

Kevin Powers, ADCOM liaison, commented that he has no information regarding the FY14 budget at this time. Kevin Penders discussed the meeting Director Cirillo had on December 14 with Town Manager Kevin Paicos regarding the FY14 Budget proposal. Items discussed were no new positions or hours for staff, an increase in substitute hours, and the potential salary changes due to contract negotiations, the vacant 35-hour Library Assistant position becoming two part-time positions, an increase of \$1500 in materials and an increase in IT Supplies due to the need for more photocopiers at the Bird Street location. There was a lengthy discussion on the addition of \$20,000 to the FY14 Budget proposal to include Sundayhours. After much discussion, Kevin Penders recommends to table issue of Sunday hours until the next Trustees meeting.

Liaison Reports: Selectmen; Advisory Committee
No reports

Building Addition/Renovation Project Issues and Committee Reports:

- Construction Progress Report/Updates from Weekly Construction Meetings – All items covered at Joint Meeting on this date.
- Capital Campaign Committee Report – Reviewed and discussed was the wording of a proposed thank you letter to be sent to all donors of the Capital Campaign. After the

discussion, Tom Magee made a motion to authorize Trustee Jeff Lovely to sign and send on behalf of the Trustees the thank you letter; Kevin Penders seconded; all approved.

Janet Pineault made a motion to accept donations in the amount of \$19,050.00 to the Beyond Books Boyden Library Gift Fund; Fran Spillane seconded, all approved.

- Other project issues – Briefly discussed were the naming rights privileges.

Other Business:

No other business was discussed.

9:06 pm Fran Spillane made a motion to adjourn; Tom Magee seconded; all agreed.

Respectfully submitted,
Deborah J. Volpini