

Norton Public Library
Meeting of the Board of Trustees
Friday, September 14, 2012

2:00 p.m.

Present: Brian Stalters, Jill Mathieu, Robert Berg, Lisa Daly-Boockoff, Marjorie Crowe, Lee Parker, Leslieanne Costello

Absent: Herbert Ellison, Carlton Moore, Kenneth Perlow, Gail Robinson

Clerk's Report: Minutes from the June 12, 2012 meeting were reviewed and accepted.

Treasurer's Report: The Treasurer's report was reviewed and accepted.

Park Committee: Ray Mathieu sanded and painted the steps to the gazebo. He and Jill also removed lichen and cleaned the benches in the park. MAG Irrigation fixed the sprinkler heads in front of the library.

Director's Report: Featured in June at the founder's Day Picnic, the "Geek the Library" public awareness campaign was a huge success with a library display and tables full of library information about summer programs and activities.

The carpet in the public area is buckling due to humidity and needs attention. In an unrelated incident a tutor fell in the area between the inner and outer front doors, breaking her wrist. She was given an ice pack, 911 was called, and the Fire Department came immediately. They transported her to the hospital.

The Kindle and Nook have been circulating regularly. Due to an overwhelming number of people interested in learning about borrowing eBooks, Amanda Viana will lead workshops beginning in September.

Items sent to other libraries are up over 700%. Items received in delivery are up over 150%, and this will increase even further when our library is fully certified and more libraries share books with us.

Youth Services Librarian's Report: The "Dream Big" theme this summer resulted in many events. These included an arts and crafts class funded by the Norton Cultural Council and "Rockets : There and Back Again" funded through a grant from the Museum of Science. A magicians' workshop and a very popular magic show concluded the summer festivities and were generously paid for by Advanced Dental Care of Norton.

Twenty teen volunteers helped make the summer a success. They helped out a combined 96 times and donated a total of 210.5 hours of community service to the library this summer.

Correspondence: Thank you notes were received from the Conservation Committee for the use of the library and from the staff for the pizza party given in appreciation for their service. A note recalling fond childhood memories at the library was received from a former patron.

Old Business: Progress is being made on fixing the countertop of the Circulation Desk. This will be followed by the front of the Desk and other areas being painted.

The need for new carpeting in the public area was presented for consideration to be included in the Capital Improvements Fund. Caution signs will be placed in the public area wherever the carpet is buckling.

Additional staff and compensation were discussed as necessary due to the expansion of hours that the library will be open in order to meet the requirements for re-certification. The current salary structure will continue to be reviewed in order to make salaries commensurate with the requirements of each position and comparable to other libraries in the area. This is necessary in order to hire and retain staff.

New Business: Holiday closings for 2013 were discussed and will be finalized at the next meeting.

Participation in the Halloween Parade has been planned and will be sponsored by Jack Conway. The Annual Meeting will be held on November 13, 2012 at 7:00 p.m., and the Trustees regular monthly meeting will be held prior to it at 6:00 p.m.

A motion to pay the bills made by J. Mathieu and seconded by L. Daly-Boockoff was unanimously approved.

The meeting was adjourned at 3:40 p.m. until the next meeting on Tuesday October 9, 2012 at 7:p.m.

List of Documents Used at the Meeting:

Director's Monthly Report

Youth Services Librarian's Monthly Report

Clerk's Report

Treasurer's Report

Respectfully submitted.

Marjorie Crowe, Clerk

Brian Stalters, President