



Beaman Memorial Public Library
8 Newton Street, West Boylston MA 01583
www.beamanlibrary.org
508-835-3711

BEAMAN MEMORIAL PUBLIC LIBRARY

Board of Trustees
January 8, 2008

PRESENT: Whitney Barnard, Irene Woods, Louise Howland, Pauline McCormick, Anne Parsons Marchant

W. Barnard moved to accept the minutes of the December 2007 meeting with the motion seconded by I. Woods. The motion was unanimously passed.

FINANCIAL REPORT: L. Howland presented the financial report. The budget is 50% expended.

LIBRARIAN'S REPORT: L. Howland presented the Librarian's Report. There was some discussion surrounding the required addition of a safety railing atop the elevator – which will be put out to bid with the next elevator contract.

I Woods made a motion to accept the Librarian's Report. The motion was seconded by W. Barnard and passed unanimously.

OLD BUSINESS: Louise reviewed the emergency plan created by the town to address loss of a building. Tonight's review is due to the closing of the Mixter Building effective cob 1-15-08. Town offices will be temporarily relocated to Hartwell St. Louise anticipates some townspeople may need redirection from Library staff to Hartwell St. Trustees visited the new site of the Cable office which is reportedly managing well in this new library space.

Departmental Budget Request: Implications of cuts to achieve level funding:

- 1 Move from monthly to quarterly staff meetings.
- 2 Increased demand on our state aid funds
- 3 Loss of IT support
- 4 No private snow removal
- 5 No new computers

State Level:

- 15 libraries statewide applied for waivers
- West Boylston is the only library in central Mass that applied for a waiver

L. Howland and I. Woods will meet with Leon Gaumond in January to review the budget proposal.

Foundation:



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- A. Marchant still needs to report on feedback from Tom Caruso re: the WESTBest experience.

NEW BUSINESS:

1. Storm Damage – water did come into the library following ice dams of December 07. Barnard Roofing chipped away the ice and is recommending taping to reduce ice collection. Partial taping with manual on/off may be feasible. L. Howland and W. Barnard will gather more information.
2. Skinner's Report: Appraisal of historical artifacts is complete. The items will be added to the town insurance policy as an addendum. Photos of the items may be possible thru volunteers.
3. Photo database computer: the hard drive is failing. Software would have to be replaced. Estimate: \$650.00. W. Barnard moved that funds be allocated for purchase of a new computer. Seconded by P. McCormick. Andy Feland has offered to assist in transfer of images to new hardware.

COMMUNICATIONS:

1. Goals from the Town Administrator Leon Gaumond have been received.
2. Bicentennial Volunteer sign up opportunity will be held Jan 24, 2008 at 6:30 p at the library.
3. February 1, 2008 8:30 (Friday). Legislative Breakfast at Worcester Public Library. RSVP to L. Howland by 1/25/08.
4. CMRLS reports service has been provided to West Boylston equivalent to 76,000+ dollars.

REQUESTS:

Trustees chose to send a donation in honor of the father of Elizabeth Witkowitz to benefit the library. I. Woods will manage the donation.

I. Woods made wonderful comments regarding her tenure as library Trustee.

TRUSTEE MEETING SCHEDULE: Meetings for 2008:

- February 5, 2008 7:00 p.m.
- Wednesday April 2
- Wednesday November 5 other meetings will stand on First Tuesday of the each month.

Respectfully submitted,

Anne Parsons Marchant