



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

BOARD OF LIBRARY TRUSTEE MEETING

June 5, 2007

PRESENT: Whitney Barnard, Irene Woods, Louise Howland, Elizabeth Witkowicz, Sue Bream, Anne Parsons Marchant

The **minutes** of the May 2007 were unanimously approved.

The Monthly Report, the Departmental Expenditure Report and the Building Projects/2007 reports were reviewed. The drain repair outside the meeting room door is complete. Areas of rust have been noted and Louise will pursue some further information about the rust.

The "People Counter" at the front door is broken. Louise will pursue its replacement.

The Librarian's Report was accepted with a motion made by S. Bream and seconded by W. Barnard. The motion was unanimously accepted.

L. Howland spoke to current fiscal concerns:

- Beaman is applying for a waiver. It appears that there will be more waivers available again this year. Waiver appeals will be heard in January 2008.
- Northbridge has reduced its hours to 12 and laid off their director.
- Strategies to cope with reduced Beaman staff include reducing number of summer story hours, reducing librarian presence at book discussion groups, and condense number of open hours (25 open hours are required). Volunteers may be considered for support in evening hours. While the full position vacated by C. Kalloch cannot be filled at this time, there may be some funding for 5-7 hours.
- Strategies to publicize successes and challenges for the library were discussed.
- L. Howland would like to approach the staff and gain input re: programming changes, scheduling changes for the summer and implications for staffing for Fall 2007.
- S. Gomes is creating a brochure to describe effects of budget reductions on library services.
- Communication is key.

I. Woods made a motion to request a **transfer** of \$2500 from Salary/Wages to Purchase of Services to cover energy costs. The motion was seconded by S. Bream and passed unanimously.

Server replacement is planned for July 1. An additional \$3300 is requested for firewall protection. Long term planning to cover anticipated future replacements is needed. L. Howland reported that other library systems may have a municipal technology system, or may have fewer library computers. A motion to approve \$17,535 in funds from the Toombs Trust fund was made by E. Witkowicz and seconded by W. Barnard. The motion was unanimously passed.



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

The **janitor** position remains open.

Grants and Gifts: Memorial donations have been received in honor of Norma L. Kemp. S. Gomes and J. Pruneau are planning activities funded through the Equal Access Grant for Fall 2007.

A **thank you** was received from the Girl Scouts for their recent library sleep over. L. Howland will pursue consent to publish the letter in the Banner.

T. Dolan requested a \$1,000 donation from the new ACE hardware establishment toward newsletter publication.

Long Range Planning Committee meeting took place on May 19 from 10:00-3:30. Please see attached document "Community Needs the Library will Address" created by the committee. The next meeting will address potential Library Responses to the previously identified "Community Needs. Please see attached "Library Service Responses".

The meeting was adjourned at 8:55 p.m.

Respectfully submitted,

Anne Parsons Marchant