



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

BOARD OF LIBRARY TRUSTEE MEETING

May 1, 2007

Present: P. McCormick, I. Woods, A. Marchant, W. Barnard, E. Witkowicz, L. Howland

Minutes from the March 2007 and April 2007 were reviewed and accepted.

The librarian's report was reviewed. A motion to accept was made by P. McCormick and was seconded by W. Barnard. It was unanimously approved.

Building Projects for FY2007 was reviewed. Replacement of the drain at the door of the Meeting Room is to begin this week under the supervision of V. Pruneau.

In review of the Expenditure Report, there has been one \$2500 transfer from salaries to Purchased Services. An additional, later transfer may be possible.

Mr. Gaumont publishes a town information blog. To be included in the blog mailings, go to the Town website and link to the town administrator's blog. The next blog will be released on May 2, 2007. A copy of the April 30, 2007 blog was distributed.

L. Howland distributed a handout: Quotable Facts About your Town Library in FY 2006.

Implications for the library's 4.5% budget cut were discussed. I. Woods and W. Barnard will meet with L. Howland to draft a letter for the Banner.

- State minimum of hours Beaman must be open is 25 hours per week. The library is presently open 30/week.
- Staff is committed to maintaining existing library hours while down the 20 hour/week position vacated this month by Connie Kalloch.

Server Replacement. A stand alone server has been recommended by Guardian computer for the library's 20-24 computers. Total cost estimated to be \$12,000-\$15,000. 11 computers remain on Windows 98 and would have to be replaced in order to articulate with a new server. L. Howland suggests replacing the server as soon as possible, and stagger the replacement of the 11 veteran computers – with plans to initially replace 5 with funds currently budgeted. W. Barnard made a motion to authorize expenditure for a new server and associated software. P. McCormick seconded the motion. The motion passed unanimously.

NEW BUSINESS

Al Hesemeyer is no longer available to serve as janitor. A position for janitor two hours/day for 6 days a week will be posted.



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Grants and Gifts. A memo from the Assistant Town Accountant, L. Guertin, clarifying MGL Chapter 44 Section 53A was distributed. This statute mandates approval of grants/gifts by the Town Selectboard prior to expenditure.

A \$25.00 memorial donation has been given to purchase a book in honor of Dino Disantis. A patron donated a toolbox for minor library repairs.

Patriot Act. A publication provided by the Colorado Association of Libraries entitled "What You Should Know About The USA Patriot Act" was distributed.

Communications.

- The Historical Society sent a note of thanks for use of the meeting room.
- A local cub scout troop has offered to do a service project and they have been asked if they could do some weeding of the gardens.
- The Town Administrator has requested review of the Special Municipal Employee Designation. Following discussion, L. Howland was asked to decline the designation of members of the Board of Trustees as Special Municipal Employees.
- Town Meeting on May 21 at 7:00 p.m.

Miscellaneous

- A dinner to honor former trustee Val Pruneau will be held on May 14, 2007 at 6:30 p.m. at O'Connor's restaurant.
- Trustees are asked to bring \$10.00 to replenish the Sunshine Fund to the next meeting of the Trustees to be held **June 5, 2007 at 7:00.**

Respectfully submitted,

Anne Parsons Marchant