

Library Trustees Special Board Meeting

August 1, 2016



Present: Kristian Connolly, Sarah Despina, Diane Kreis, Alissa Smith, Anne Hatch, Erik Volk

This special meeting was to focus on Library Goals and mission. Ample discussion ensued. Only key highlights and decisions are included in these minutes.

- Meetings was called to order at 4:35 PM.
- Kristian wished to mention a couple of things before the Goals discussion began.
 - The Assistant Fire Marshal Patrick McLaughlin will be at the Library to inspect the building for occupancy limits. Kristian requested that a Trustee be present, if possible. Diane indicated she could be there. Kristian asked if anyone knew if there was copy of the floorplan available. No one was aware of one.
- Kristian indicated he had finally made contact with Rural Edge regarding the invoice for frozen pipe damage. However, he was passed on to another person and the issue remains unresolved.
- A discussion was had about the Library being on the agenda for the CEDC meeting although the Library was never notified they were on the agenda. The topic is to look at the future and to help identify potential future expenses. It was decided that if possible one of the Trustees would stop by after the Board meeting to tell them we were not notified and are not planning on speaking. Otherwise, our absence at the CEDC meeting will be an indication that we were not aware that we were on the agenda.
- Focus of Goals portion is to determine what are our short term goals and long term goals as a Library
- Diane expressed that her main goal is to get the Library owned by the Town. Until that is determined, it is difficult to determine what funding we will have.
- Focus areas of Books, Community, Hours, Programs & Technology were identified
- Sarah expressed her views that technology was very important and that we need to be sure that computers are working and that they can be used by a variety of people. She also expressed support for programs that brought people in for books and socialization. She felt that the summer programs for youth were very well received by her daughter, specifically the Youth Advisory Committee.
- Anne expressed concern with the time involved with providing the level of service we are currently. It is increasingly difficult to maintain the same level with the allotted hours. Additional volunteers require additional training time which adds to the time she needs to devote. Additional programs even if run by a volunteer also add time. A suggestion was made that maybe we could identify a Volunteer Coordinator to alleviate some of this who would be well-versed in all aspects of the Library and provide training to other volunteers. It was also suggested that perhaps we should determine the number of programs per year that we wished to offer and adhere to that restriction. Anne further indicated that the budget for books and programming is about the same. Staff time is what is on the increase.
- Diane indicated that she and other senior citizens come in for books and many would rather read than watch TV which made the Library very important. She emphasized the bright and welcoming atmosphere the Library offers and how her granddaughters love to visit the Library and see the changes when they are in town. The Board and Anne all agreed that an effort should be made to offer more programs and outreach to the senior citizen population which is a significant percentage of our town population.

- Erik indicated how wonderful the Library is and what a valuable asset it is and how wonderful Anne is as a Librarian. However, he expressed concern about us expanding our reach too far for a Library that serves such a small town and expressed hesitation regarding heading towards a full time Librarian due to the increased tax burden and our focus of primarily servicing our town's residents. He expressed a desire to identify concrete success factors (e.g. what is a target patronage percentage, what attendance constitutes a successful program, etc.) He said he would support increases in funding to support current levels but would need to see statistics from libraries of similar size before he could support expanding hours, staff, etc.)
- Erik further asked Anne what she hoped to get out of the meeting and if she wanted them to voice their opinions on whether they believed the Librarian role should be full time. Anne said she really wanted to hear what the Trustees viewpoints on the future of the Library but that she was looking for commitment from the Trustees that they would ask for increased funding from the Town.
- Alissa indicated that she and her children try to attend programs when they can but doesn't feel like she has a lot of time to do so. She indicated that the current status of the Library meets her expectations. She further asserted that she is in support of adding more hours for Anne. She doesn't want to press the issue this year but we should do so next year.
- Kristian indicated his feeling that the Library acts as a Community Center and the more active it is and the more beneficial and vital it is to the community. This was and is a very important to his family and to the community. He mentioned that any attendance level for programs is a success. If we compare our program attendance levels to participation levels at larger libraries, we are as successful as them even when we only get a handful of attendees.
- The majority of Trustees expressed their interest in expanding weekend hours even if that may mean less hours at other times.
- Meeting ended at 6:35 PM.