

Chair Matt Lowrie called the meeting to order at 7:36 p.m. in the Claflin Room of the Library. Present were Trustees Elaine Alligood, Kathleen Keohane, Matt Lowrie, Gail Mann, and Sarah Phillips, and Director Maureen Connors. Trustee Mark Carthy was absent. The Trustees warmly welcomed Director Connors back to the library.

The minutes of the Trustee Meetings of June 3, 11, 13, and 19, 2014, were approved on a motion by Chair Lowrie, seconded by Trustee Mann and voted unanimously.

### **Old Business**

Chair Lowrie and other Trustees updated Director Connors on Library meetings and developments that occurred in her absence.

*Financial Task Force meeting* – The Trustees discussed action items and issues raised at the June 13<sup>th</sup> meeting. Trustee Keohane will contact Selectman Paolillo regarding status of the Task Force's final report, and Trustee Mann will follow up with Financial Task Force Capital Group Chair Anne Marie Mahoney. Director Connors will confirm the exact number of Belmont residents who hold Library membership cards. Trustee Alligood will update School Committee Chair Laurie Graham, who did not attend the Financial Task Force meeting.

The Trustees discussed the need to begin work on a new 5-year plan for the library. Community involvement will be important, so outreach after September would be more effective. Director Connors stressed the need for a new library program that shows fewer stacks and addresses square footage issues. The building design must be driven by the Library programs and services to be provided, while allowing for flexibility as future needs evolve.

*Consolidation of Library facilities maintenance* – Chair Lowrie spoke with Town Administrator David Kale; the Town will consider the Library's need for a dedicated custodian, but will not allow the Library a seat on the Facilities Consolidation Board. After general discussion, Chair Lowrie recommended the Trustees get a clearer understanding of what the Town is asking the Library to give up in joining consolidation, and what benefits the Library would receive in return. The Trustees would present their understanding of the issues to the Town for review in the fall, after reviewing other consolidation agreements. Trustees Mann and Keohane will meet with Director Connors to obtain relevant agreements, and to collect information on the consolidation of Library facilities in other area towns.

*Community Preservation Grant* – Trustee Phillips reported that Town Treasurer Floyd Carman recommended getting the support and approval of the Belmont Historical Society to any Library grant application. Director Connors described issues with digitization of the Library's collection of old periodicals, a project that might qualify for such a grant.

### **New Business**

*Position Vacancies* – Coordinator of Children’s Services, Denise P. Shaver, has announced her resignation, effective August 29, 2014. Director Conners has posted the position vacancy and it is hoped a replacement will be hired before then.

Young Adult Librarian Ellen Girouard’s move to Technology Librarian has created an opening in YA. Director Conners is interviewing candidates for this position.

Director Conners announced her own retirement plans, effective October 31, 2014, to the great surprise and sorrow of the Trustees. She will work with the Trustees to put together a Hiring Committee and assist with the transition over her remaining months. The Trustees congratulated Director Conners on her decision and expressed their deep appreciation for her years of service to the Library.

### **Director’s Report**

Director Conners discussed the BPL Expenditures report dated July 15, 2014, which is expected to be the final report of the fiscal year. From its budget, the Library expects to return \$63,612 to the Town, of which \$50,313 was due to personnel changes, and the remainder to lower cost of painting. Circulation increased in June, and the children’s summer programs are well attended.

The meeting adjourned at 8:55 p.m.

**Next meeting Tuesday, August 19th, 7:30 p.m.**

Respectfully submitted,  
Sarah Phillips, Secretary

#### Exhibits:

Agenda July 15, 2014

Minutes June 3, 11, 13, and 19, 2014

Letter of resignation dated May 30, 2014, from Coordinator of Children’s Services, Denise P. Shaver

Letter to YA Librarian Ellen Girouard from Caitlin Corrieri, Chenery School

BPL Activity Reports for May & June, 2014

BPL Expenditures for June 2014, dated July 15, 2014