

Chair Keohane called the regular meeting to order at 7:35 p.m. in the Flett Room of the Library. Also present were Trustees Elaine Alligood, Mark Carthy, Gail Mann, Corinne McCue Olmsted and Mary Stearns, and Director Peter Struzziero.

Minutes: The Minutes of the Trustees' July 27, 2017 executive session meeting and regular meeting were approved, as amended, on a motion by Trustee Mann, seconded by Chair Keohane, and voted unanimously.

Updates:

Parking: Trustee Carthy and Director Struzziero reported on signage plans for the Library parking lot, which include reference to a towing company and better color contrast. They confirmed that the Board of Selectmen would need to approve the signage and that Glenn Clancy, Director of Community Development, would assist.

At the conclusion of the above discussion, Ann Paulsen, member of the Feasibility Committee, and Carolyn Bishop, both residents of Precinct 1, joined the meeting for a discussion of the August 23, 2017 Trustees' meeting at which Elisabeth Allison, Chair of the Planning Board, was in attendance to present and respond to questions about the concept proposal for a privately developed mixed-use project in the Waverley Square area that would include a new library. Chair Keohane noted her appreciation for the Trustees' input at the meeting. Follow-up actions were discussed. The Trustees referenced the size of the car wash site relative to the Library's total current square footage on Concord Avenue.

Ms. Paulsen suggested that the Trustees prepare a letter to the Planning Board formally outlining the Trustees' position on the proposal and highlighting the current and historical preference for the current Library site in the Town center, particularly its proximity to Belmont High School and Chenery Middle School.

Director's Report: Director Struzziero referred to his report included with the meeting materials.

Follow-up items: Director Struzziero reported that the Traffic Advisory Committee would designate four hour parking spots on Concord Ave abutting the historic garden. Director Struzziero and Trustee Carthy, as noted above, updated the Trustees on signage content and placement to discourage non-patrons from using Library parking spaces. Director Struzziero also reported that he met with Trustee Olmsted to review and improve the building work order spreadsheet, and that a new tracking method was being worked on.

Building and Grounds; Projects: Director Struzziero provided an update on various projects, referring to the spreadsheet included with the meeting materials. He noted that the Library was waiting for the installed security cameras to go live. The Trustees requested that he inquire about the Town's policy on disclosure of security cameras.

General Update: Director Struzziero advised that he would be taking a leadership development course and thanked the Trustees for supporting this activity. He reported on a successful Purple Heart

Ceremony held at the Library with Trustee Alligood delivering remarks, as well as the well-attended solar eclipse event. Director Struzziero reported that the Annual Report Information Statistics for the Library were released and would be shared with the Trustees at the September meeting.

Director Struzziero noted that there were three open professional positions – children’s, young adult and reference librarians, and reported on the status of the processes underway to fill open positions. He then reported on ongoing work for One Book One Belmont, with a likely spring 2018 event, noting that Mary Stearns was the Trustee representative on the committee.

Director Struzziero reported that the Library had received a small grant from Belmont Savings Bank to support the books on wheels program, and that the Bank’s logo would appear on canvas book bags.

Director Struzziero concluded his report with a reference to two incidents that required escalation, one involving violation of the Behavior Policy and the other inappropriate parking lot usage.

New Business:

Children’s Room discussion: Director Struzziero noted that, in response to the Trustees’ request, he would circulate the architect’s proposal for children’s room renovation conducted in early 2014. It was noted that this proposal would be considered again in connection with the annual review in September of the various Library funds, including the Jane Grey Dustan’s children’s room and program funds.

Belmont Library Foundation Report: Trustee Mann and Director Struzziero reported on the Foundation’s recent meeting. They noted significant interest in furthering the Library’s goals from Foundation members. The Foundation is organizing committees to develop the Library’s story, among other things, and is considering an event for the spring to recognize the Library’s 50th-150th anniversary.

Chair Keohane moved to adjourn the meeting and Trustee Alligood seconded the motion. The meeting adjourned at 9:00 p.m.

Next meeting will be held on Thursday, September 21, 2017 at 7:00 p.m. in the Flett room of the Library.

Respectfully submitted,
Gail Mann, Secretary

Exhibits:

- Agenda- August 24, 2017
- Minutes- July 27, 2017
- Director’s Report – August 2017
- Current Fiscal Year Data Comparison (Key Performance Indicators)
- BPL Expenditures FY 2017 year-to-date (dated August 23, 2017)
- Work Orders currently in process