

Vice Chair Alligood called the regular meeting to order at 7:00 p.m. in the Assembly Room at the Library. Also present were Trustees Mark Carthy, Gail Mann, and Mary Stearns, and Director Peter Struzziero. Chair Keohane was on vacation and Trustee Olmsted was ill. Larry Link, member of the Belmont Library Foundation, was also present for the meeting.

Minutes: The Minutes of the Trustees' January 25, 2018 meeting were approved, as amended, on a motion by Trustee Mann, seconded by Trustee Stearns, and voted unanimously.

Updates:

FY 2019 proposed capital projects: Director Struzziero reported that he had explored lower cost options for the proposed book drop lighting/awning project. While Director Struzziero would continue to explore options, it was noted that this project would not be a proposed capital project for fiscal year 2019.

Books in Bloom: The Books in Bloom event is scheduled for March 2-4, 2018. Director Struzziero and Mr. Link presented an update on plans for the Books in Bloom weekend, including the Friday night ticketed reception. Mr. Link emphasized the importance of recognizing supporters of the Library, and suggested that the Library formally thank the heirs of the Lenk estate for the recent bequest received by the Library.

Children's Room: Director Struzziero noted that he would schedule a discussion of potential improvements to the children's room for the March meeting.

Painting restoration: Director Struzziero reported that ownership and the value of the painting discussed at the January meeting was unclear. The Trustees discussed various options for dealing with the painting and responding to the restoration offer. Director Struzziero and Mr. Link agreed to reach out to the individual who had presented the restoration offer to discuss this further.

Director's Report: Director Struzziero referred to his report included with the meeting materials. He noted that the annual report for the Library was complete. He also referenced outstanding and completed facility work orders.

New Business:

Library Building Committee: Director Struzziero, in Chair Keohane's absence, noted that the Committee was still in its initial stage, and that Chair Clair Coburn had established a subcommittee to prepare an RFP for an Owner's Project Manager (OPM).

Belmont Library Foundation (BLF) Report:

Larry Link, member of the Foundation Board, presented the report. He noted that the Foundation was actively working on the March Books in Bloom event. He noted the ongoing work on the Foundation's

website, discussed various administrative items, and reported that the Foundation was looking for additional Board members.

Report on further examination of structural integrity of roof: Director Struzziero referenced the letter from the structural engineer included with the meeting materials, which noted that after consultation with the original engineer and upon examination of additional materials provided, the engineers concluded that the roof was adequate for anticipated snow load.

Friends' report: Trustee Stearns presented the report. She noted that funds raised from the everyday book sale were increasing but additional dealer sales were desired. The Friends renewed museum memberships for the Library, supported a technology program involving a 3-D printer, supported the successful Gish Jen author talk, and sponsored Director Struzziero's attendance at a library conference in Philadelphia. Ms. Jen donated books to the Belmont bookstore for distribution to teachers.

Trustee Stearns reported that Marsha Semuels and Nancy Deignan are chairing the Books in Bloom event from the Foundation and Friends respectively, and that Marsha Semuels is the Foundation's representative at Friends' meetings. Trustee Stearns also reported that the Friends' membership is doing well and that the organization is looking for publicity and graphics design expertise.

Policies: Director Struzziero referred to the list of Library policies and referenced the Circulation Policy. He discussed certain changes, and noted that he would request consideration of the changes and a revised policy at the next Trustees' meeting.

Trustee Mann moved to adjourn the meeting and Trustee Carthy seconded the motion. The meeting adjourned at 8:40 p.m.

Next meeting will be held on Thursday, March 15, 2018 at 7:00 p.m. in the Flett Room at the Library.

Respectfully submitted,
Gail Mann, Secretary

Exhibits:

- Agenda – February 15, 2018
- Minutes –January 25, 2018
- Director's Report –February 2018
- Current Fiscal Year Data Comparison (Key Performance Indicators)
- BPL Expenditures FY 2018 year-to-date (dated February 12, 2018)
- Work Orders currently in process
- Inventory of Belmont Public Library Policies
- Belmont Public Library Circulation Policy
- Letter dated January 24, 2018 from Foley BuhlRoberts & Associates Inc.