

Chair Kathy Keohane called the regular meeting to order at 7:14 p.m. in the Assembly Room of the Library. Also, present were Trustees Elaine Alligood, Mark Carthy, Gail Mann, and Mary Stearns. Trustee Corinne Olmsted was absent due to a conflict with open school night. Director Peter Struzziero did not participate due to the death of his father. Mary Carter, Coordinator of Public Services, participated in the meeting, as did two other staff members.

Chair discussion items:

Chair Keohane reported that Jessie Bennett, who had been scheduled to attend the meeting as a representative of the Traffic Working Group, had a conflict and would attend the Trustees' meeting in October.

Chair Keohane referenced the materials on library fines and fine free libraries and noted that they would be discussed at a later meeting when Director Struzziero is able to participate. Trustee Stearns requested information on fine policies at other libraries.

Chair Keohane then opened a discussion about the recent meetings with and feedback and reports from Maxine Bleiweis, library innovation consultant. Recommendations were discussed and all agreed that Director Struzziero should work with the staff to obtain their feedback and prioritization of items highlighted by the consultant. The Trustees noted the recommendation to use meeting time on more strategic items.

FY 2021 operating and capital budget

Chair Keohane noted that the initial submissions for a level-funded operating budget and for capital budget requests are due October 4, 2019. She noted the items to be included in the capital requests, including upgrading of the fire alarm system. The Trustees inquired about the status of the replacement of power surge protectors, and requested staff to confirm that all had been replaced.

Minutes:

The Minutes of the Trustees' July 25, 2019 meeting were approved, as amended, on a motion by Chair Keohane, seconded by Trustee Stearns, and voted unanimously.

New Business/Key user reports:

Building Committee: Chair Keohane reported that the building committee would be holding a public forum on Tuesday, November 12, 2019 to reveal the schematic design and associated budget and would be updating Town Meeting on the work on November 13th or 14th. She noted that the committee had worked diligently on managing the budget for the project, and that the cost was a modest step-up from estimates in the feasibility study. Chair Keohane reported that representatives on the building committee are working with the Belmont Library Foundation, which continues with plans to launch its fundraising campaign. She noted that she was working with a group comprised of representatives of the various Library organizations, including the Trustees, the Friends and the Foundation, to advance in coordinated fashion both strategic and tactical elements of the project and manage communications.

Chair Keohane noted the importance of the staff publicizing the Library's value and the impact of its many programs and services.

Friends: Trustee Stearns presented a Friends' report. She reported that the organization was having a "mingle" at Patou restaurant on October 5th and would be conducting the annual book sale October 18-20.

School Committee: Chair Keohane reported that she and Trustee Olmsted were working to arrange periodic attendance at School Committee meetings to facilitate regular dialogue.

Policies: The Trustees discussed the Naming Rights Policy adopted in 2018 and noted that they would coordinate with the Foundation on specific naming opportunities as fundraising gets underway. Trustee Carthy agreed to be the liaison with the Foundation for this work.

Ice Rink Update: Trustee Mann noted that the RFP for the public-private partnership for a private party to build and operate a new rink was scheduled to go out shortly. The rink would be larger than the current one and the developer would enter into a lease with the Town providing priority access to meet various school and town requirements. Depending on the RFP responses, if any, this would be an item for a special town meeting in early 2020.

Director's Report:

In Director Struzziero's absence, Mary Carter highlighted the successful children's and adult summer reading programs and noted that the Teen Room renovation was underway.

Chair Keohane moved to adjourn the meeting and Trustee Carthy seconded the motion. The meeting adjourned at 8:37 p.m.

The next regular meeting will be held on Thursday, October 24, 2019 at 7:00 p.m. in the Flett Room at the Library.

Respectfully submitted,
Gail Mann, Secretary

Exhibits:

- Agenda- September 26, 2019
- Minutes- July 25, 2019
- Director's Report – September 26, 2019
- Current Fiscal Year Data Comparison (Key Performance Indicators)
- BPL Expenditures FY 2019 year-to-date (dated September 25, 2019)
- Work Orders currently in process
- Calendar for Trustee meeting items by month dated September 26, 2019
- Inventory of Belmont Public Library Policies-September 26, 2019
- Fine Free Library information
- Consultant's recommendations worksheet