

Marlborough Public Library Board of Trustees
Meeting Minutes

September 6, 2016
Bigelow Auditorium, Marlborough Public Library

Meeting called to order by Rustin Kyle at 7:05pm

Board Members Present: Rustin Kyle, William Brewin, Ray Hale, Nena Bloomquist, Karen Bento, Tom Abel, and Janice Merk

Also Present: Margaret Cardello, Library Director; Jason Homer, Assistant Director

Absent: Robyn Ripley, Raymond Johnson

Proceedings:

1. **Minutes:** A motion to approve the minutes from the June 7th meeting was passed (Bloomquist/Merk).
2. **Trust Fund Reports:** A motion was passed to approve the Trust Fund Reports for June, July and August 2016. (Bloomquist/Kyle).
3. **Director's Report:** (see attached for more details)
 - The building committee has selected LLB Architects of Pawtucket, RI to complete the design work and other tasks associated with our MBLC Construction Grant application. LLB's fee of \$80,000 is \$5,000 higher than the trustees approved in June. The additional \$5,000 was temporarily taken from the insurance replacement fund. A motion was passed to transfer \$5,000 from the library's state aid into the insurance replacement fund. (Hale/Abel)
 - Replacements for furniture damaged in last year's flood have been ordered.
 - Margaret has been pleased with the increase in interest from community groups who view the library as both a resource and partner, as well as a place where community information is available. A few recent examples include the Dementia Friendly Community initiative, a project with the Marlborough Rotary Club to donate children's books for the Philippines, and a request from the Lions Club to display entries for their Peace Poster Contest.
 - Jason and Margaret also shared interesting statistics on library usage that illustrate the shift in the community's information consumption preferences. While overall circulation is very slightly down (less than 1%), this is primarily due to a reduction in DVD usage. The DVD collection is still the biggest circulator for the library, and the team speculates that the increased availability in online video is contributing to the dip. However, there have been significant gains in other areas. Since making the network more robust, wireless sessions have almost tripled, from 4,000 logged last year to 11,000 logged to date this year. Adult

book circulation is up, attributed to the new collection policy, and ebook usage continues to increase at a rapid rate.

- With the help of the IT department, Jason was able to reactivate several “people counters” that had been in storage. The library now maintains a daily count of visitors. On August 5, the date of one of the summer reading program activities, over 1,000 people visited the library!

4. **Committee Reports:**

- **Foundation:** Nena Bloomquist, who also serves as the MPL Foundation president, updated the trustees on a feasibility study being conducted Financial Development Agency, Inc. (FDA). This study, which includes interviews with up to 50 individuals across the community, will help the foundation establish its fundraising goals and strategies. The foundation has paid an \$8,000 deposit to FDA. A motion was passed to loan the MPLF \$15,000 from the O’Connell Trust Fund to cover the additional costs of the study. (Abel/Hale). The loan is to be repaid from the first \$50,000 the MPLF raises, and no later than January 1, 2020.
- **Friends:** (see attached for more details)

5. **Old Business:**

- Telescope Donation
 - Margaret reported that the library has not yet finalized a lending program for the telescope. The individual who donated it will be running a program (still to be scheduled) for interested patrons to demonstrate how to use it.

6. **New Business:**

7. **Adjournment:** A motion to adjourn passed at 8:20pm (Bloomquist/Bento).

Minutes submitted by Trustee Janice Merk.