

**Burlington Public Library
Board of Directors Meeting
September 10, 2012**

DRAFT

PLACE: Anne L. Walluk Community Room
ATTENDANCE: Mullen, Ragaisis, Winter, Eberhard, Jennetta, Mazeau, Troiani, Hasskarl, Thompson
Absent: Selinger
CALL TO ORDER: 7:37pm

- 📖 Minutes: June 5, 2012: Ragaisis motioned to accept the minutes, which was seconded by Winter and carried.
- 📖 Correspondence: 2 items: a) resignation letter from Kim Lewis, BLB president; b) letter from the ACLB detailing the Trustee Leadership Conference on 10/25. The program: "The Future of Libraries".
- 📖 Teen Issues: Report presented by Student Representative Jennetta. The TAC had a busy summer. 1) 844 books were read. 2) programs were well attended. 3) programs included 6 movies for teens. 4) 29 teen volunteers assisted with BPL programs. 5) The next meeting is scheduled for 09/13/12.
- 📖 Director's report: 1) one of the BLB members will draft a thank you letter to Kim Lewis for her years of service to the board and as past president. 2) The "Take a Seat" silent auction and gala fundraiser is scheduled for 10/12/12. There are at least 12 chairs completed with ~ 50 others to follow. Cash and checks will be accepted for payment. 3) Hasskarl presented first ~2.5 mos. of budget. Year to date spending is approx. \$75,000. 4) Hasskarl presented both 12 month 2011/12 fiscal year statistics and several recent monthly statistics. Circulation in July 2012 is up .7% as compared with July 2011. Ebook circulation has the most impressive demand. In 2010: 1169 checkouts, 2011: 1519 and 2012: 1796 (only 6 mos. of stats are presented for 2012). 5) Summer was busy at the BPL. The Burlington Lion's Club donated \$3600 to support summer programs. An average attendance of 88/program was charted. 6) The BPL held their quarterly staff meeting on 09/05/12.
- 📖 Building: Punch List. 1) The front door is installed and rekeyed. It needs paint. 2) Capital items include painting and the walkway. 3) The attic flooring project with money from the town will be pursued. Winter will request several more bids and a center walkway only will be installed to facilitate safe inspection / work access to the roof interior structure. This is deemed adequate to the desired result of safe and infrequent access to the area. 4) The HVAC system is ok. 5) Portable CO2 monitors are needed near the fireplace and furnace.
- 📖 New Business: The BPL has 60 days to replace vacant board positions. Currently, both a new board member and president are needed. Ideally, the candidate(s) would have grant writing and/or marketing experience. Another important criterion is that they be BPL library users. Hasskarl will post the vacancies on the library website and ask that Town Hall do the same on the town website. 2) The BPL board will present a slate of officers at the next meeting. It will be voted on in November 2012. 3) Hasskarl will look into sign language interpretation services and costs for a deaf resident who has requested this when BPL programs are attended.
- 📖 The next meeting is on 10/02/12 at 7:30pm Adjournment: 9:15pm

Respectfully submitted,



Carol O. Troiani
Recording Secretary