

**Burlington Public Library
Board of Directors Meeting
December 4, 2012
DRAFT**

PLACE: Anne L. Walluk Community Room
ATTENDANCE: Hasskarl, Selinger, Mazeau, Eberhard, Mullen, Winter, Kryzanski, Ragaisis, Troiani & Jennetta
ABSENT: Hierl
VISITORS: LSM Civics Class students Madelyn Suchecki and Isaiah Issakhani
CALL TO ORDER: 7:34pm

- 📖 Minutes: 11/06/12: Ragaisis motioned to accept. It was seconded by Mazeau and carried.
- 📖 TAC business: Student Rep. Jennetta presented report. 1) There is a food drive box in front of the library to collect food donations. 2) Some TAC members helped with the set up/clean up of the book sale. 3) Jennetta confirmed the goal of the Teen Advisory Council: to bring more teens to the library. Community service is an avenue to this end. Most high schoolers have to collect community service hours. Kryzanski suggested alternating meeting location between the high school and the library to capture an audience who cannot make it to the library location. This might help boost membership.
- 📖 Director's report: 1) The year to date budget is on track 2) Hasskarl presented a proposed spending list from the 'Take a Chair' fundraiser proceeds to the board. It includes magazines, chairs and materials 3) Hasskarl presented November 2012 statistics. Museum pass and adult magazine circulation numbers are up. Overdrive statistics (downloadable audios and eBooks) are up. Overdrive demand is a consistent trend 4) The Youth Services Librarian position (12 hrs./week) and the Custodian position are still open. The board discussed the potential of doing a job share with another town.
- 📖 Building: Punch List. 1) The trees in the back are down. The area still requires lighting. Hasskarl presented an estimate for a new 250W light and pole. (\$525). She will need approval from Ellie Parente.
- 📖 Budget 2013/14. A memo of November 26 from 1st Selectman Ted Shafer to all town boards requested that all budgets be submitted by 12/14/12 and hold to zero increases for the next fiscal year. The board reviewed Hasskarl's recommendations for each line item. It was agreed that salaries and wages are below market for library employees, especially for the staff with MLS degrees. Hasskarl will send the updated spread sheet proposing the 2013/14 budget as discussed to each board member prior to the deadline. Each board member will indicate by email to Hasskarl their approval of the updated budget proposal. Selinger made a motion to accept the process as described (given the time constraint and inability to reconvene as a group before the submission deadline, this was the solution). This was seconded by Troiani and carried.
- 📖 The next meeting is on 01/08/13 at 7:30pm.
- 📖 Adjournment: 10:40 pm.

Respectfully submitted,



Carol O. Troiani
Recording Secretary