

Trustee Meeting Minutes
December 10, 2012

The December meeting of the Leominster Public Library Board of Trustees was called to order at 5:10 p.m. on Monday, December 10, 2012.

In attendance were: Gilbert Tremblay, Chairman; Mark Bodanza; Susan Chalifoux Zephir; Nancy Hicks; Carol Millette; Assistant Director Meredith Foley and Director Susan Theriault Shelton.

Absent: Robert Salvatore.

The minutes of the previous meeting were approved as submitted. (CM/SCZ)

There were no questions regarding the Director's Report. The Board once again thanked Mrs. Shelton for providing this monthly report, which is a timely way of keeping the Board, Mayor, and City Council up-to-date on what is happening in the library.

OLD BUSINESS:

There was none.

NEW BUSINESS:

The process of formulating the FY14 budget will begin after the New Year. Mrs. Shelton noted that Governor Patrick is recommending a 1% reduction in FY13 9C monies to cities and towns due to the decrease in projected state revenue. Mrs. Shelton will prepare a realistic budget, as in the past, tied to library goals and objectives. She asked the Trustees to think about what they would like to see the library accomplish in the next fiscal year.

Mrs. Shelton offered to host a Library Legislative Breakfast this year. The last time Leominster hosted this breakfast was in 2008. The dates being considered are Friday, March 1st (1st choice) and Friday, February 8th (2nd choice). Mrs. Shelton is waiting to hear back from Senator Flanagan's office regarding her availability. Once the date is finalized, Mrs. Shelton will contact Representative Rosa and the other representatives in Senator Flanagan's legislative district. Invitations will be sent to local elected officials. Other library directors in the Senator's district will be responsible for contacting their local officials. The theme for this year's legislative breakfast is "Libraries in demand, under pressure". There will be a speaker from the Massachusetts Board of Library Commissioners at the event, who will discuss the library legislative agenda. Mrs. Hicks and Mrs. Millette will assist with the arrangements.

Mrs. Shelton showed the Board a framed aerial photograph of St. Cecilia's Church and the surrounding neighborhood taken by local photographer John Chris Breault. Mr. Breault would like to donate the photo to the library. Noting the photograph's relevance to the community, **a motion was made and unanimously approved to accept the gift of an aerial photography of St. Cecilia's Church and surrounding neighborhood by John Chris Breault.** (SCZ/MB)

Mrs. Shelton discussed the state-wide e-content project, which will begin in the spring of 2013. She noted that currently there are several ways to access e-books through the library's catalog.

C/W MARS holds the contract with Overdrive, which offers many of the titles from major publishers available to the entire network. Overdrive also provides the platform to enable patrons to download the titles to their electronic readers. Unfortunately, this model provides a limited number of copies of any given title, which oftentimes creates long waiting lists. Also, the platform for downloading is frequently cumbersome for patrons to use. In an effort to offer additional e-books to Leominster residents, the library contracts with a company called Freading. Freading allows unlimited simultaneous use of any titles in their catalog. These titles are typically from second-tier publishers. In this model, the library pays each time an e-book is borrowed.

There has been discussion with the Massachusetts Board of Library Commissioners regarding the issues relating to the growing public demand for e-content. As a result of these discussions, a state-wide resource sharing committee has been formed, and is directing a pilot project to determine the best means (vendors) to improve the availability and delivery of e-books. The Leominster Public Library has volunteered to be a BETA test site for this project.

ANNOUNCEMENTS:

Mrs. Shelton informed the Board of a problem with a library patron. The patron is unhappy with the library's interlibrary guidelines. Under these guidelines, the library will only borrow a specific title two times for a patron. This limit was put in place due to the staff time required for interlibrary loans, the cost of delivery, and the associated risk related to loaning oftentimes expensive material that is only owned by libraries outside of the nine Massachusetts library networks. This patron came in to pick-up material on December 5th, and said the library requested the wrong items. The patron then became verbally abusive to several staff members, and created a significant disturbance in the library. Following this incident, the patron sent an email to the Mayor accusing the library staff of abusive treatment, record tampering, and rights violations. Mrs. Shelton met with the Mayor, who then sent a response to the patron. This situation, along with other incidents that have occurred over the past year, prompts the need for an Acceptable Behavior Policy. Mrs. Shelton will begin working on a draft policy to present to the Board early in 2013.

Mr. Tremblay passed around a letter of thanks from Suzanne Carroll regarding the recent Friends' 35th Anniversary Celebration.

The next meeting is will be held at 5:00 p.m. on Monday, January 14, 2013 in the library's historic conference room.

The meeting adjourned at 6:10 p.m.

Respectfully submitted,

Meredith A. Foley
Recording Secretary