



WALTHAM PUBLIC LIBRARY

Window to the World

Trustees Meetings 2017

Typically, the second Thursday each month, except July and August

April 13

Trustees Room, Waltham Public Library

Set Agenda unless otherwise posted

*reschedule for snow closing

Minutes of previous meeting

Financial Report

Report on Library Operations

- Statistical Reports
- Personnel
- MLN
- Friends Report
- Watch! Read! Listen! Update

New Business

Unfinished Business

- Long Range Plan
- Art Ownership

Announcements

Adjournment



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March 9, 2017 Meeting Minutes

Attending: Kelly Linehan (minutes), Joan Garniss, Alan Humbert, Steven Mann, Maureen Taddeo

6:18PM Meeting to order by Joan Garniss

Minutes of previous meeting approved and a note was made that Marie does an amazing job.

Motion to accept: Steve; Maureen, seconded.

Financial Report

Alan - motion to place financial report on record; Maureen, seconded.

Report on Library Operations

- Statistical Reports:
 - Brief mention of the AV stats in Children's and Adult being down again.
 - Director explain that staff continues to work on a more exciting and in-depth monthly stat update to share.
- Personnel
 - Cathy Luther from the Children's Department is retiring, as well as Maureen McInerney, from the AV Department.
- MLN – nothing new to report
- Friends Report – all is going well. At the next meeting the Library Director will present proposals to eliminate security cases and DVD charges.
- Watch! Read! Listen! Update – we are ahead of schedule in terms of planning and look forward to a wonderful summer.

New Business

The Director reviewed plans for the FY18 budget, including upgrading administrative positions, adding a line item for incidentals/discretionary fund and more money for out of state conference travel for staff. There was discussion about plans for a Literacy Librarian that would focus on more ESL/ELL Classes, computers and basic literacy for the community.

Unfinished Business

- Long Range Plan: A committee has been formed, a timeline has been created and a survey will go live for April. Committee is on task to present a draft to the Trustees in August.
- Art Ownership: no updates.

Announcements

Adjournment: (approx. 7:15) Motion to adjourn, Maureen. Seconded, Steve.