

Boyden Library
Board of Trustees
Minutes of Monthly Meeting
Tuesday, December 01, 2015

7:00 pm Welcome and call to order Kevin Penders.
Attendees: Trustees Kevin Penders, Tom Magee, Sue Burlone, Joe Lally, Deborah Stone and Collin Earnst (arrived late). Also present Library Director Manny Leite and Friends' President Dave Crimmins.

Minutes The minutes of the November 03, 2015 meeting were reviewed. Tom Magee made a motion to approve; Joe Lally seconded; approved 5-0.

Correspondence

A thank you note, received from retired Library Director Jerry Cirillo, was read aloud by Kevin Penders.

Friends' Report

President Dave Crimmins reported the book sale held in November was very successful bringing in approximately \$3,200. The Friends' Membership Drive will begin in January 2016. Dave also met with Director Leite to discuss future book sales at the library.

Professional Staff Reports

The November 2015 staff reports were reviewed and there was discussion on the Fall Speaker Series and the upcoming Spring Speaker Series.

Financial Report

The October 2015 financial report was reviewed.

Director's Report

The director's report was reviewed. Manny presented a copy of the proposed Memorandum of Agreement between the Town of Foxborough and the Boyden Library Employees Association for review. He noted that the agreement was being presented at the Board of Selectmen meeting tonight (12/1) and would be presented for vote at the Special Town Meeting on February 23, 2016. Also discussed was the purchase of a laptop for use by groups using the Community Meeting Room, the Winter/Spring 2016 library programming and the movie license purchased in order that the library may screen movies to the public which will begin on December 04.

Liaison Reports

No reports.

Trustee Sub-Committees

- Personnel: Chairman Penders will distribute the Director Review information to the Trustees.
- Gifts Funds: Sue Burlone reported in detail her meeting with Jeff Lovely regarding the Beyond Books funds currently being held in an account by the Town of Foxborough. Following the Trustees discussion, Chairman Penders asked Sue to extend an invitation to Foxborough Finance Director Randy Scollins and Jeff Lovely to attend the February 02, 2016 meeting for further clarification on these funds.
- Technology: Director Leite reported that he is in the process of getting estimates to get the message board in the YA Room operational.

- Friends: Kevin Penders discussed the email received from Friends' President Dave Crimmins about the limited parking at the library and the possibility of the library obtaining the former Fire Station/Funeral Home property scheduled for auction on December 15. Kevin explained that he discussed this with Town Manager Keegan. The Town Manager expressed the Town's wishes to see the space purchased for revitalization of the downtown area and for tax revenue. Town Manager Keegan also acknowledged the library's parking constraints and his willingness to meet, beginning in 2016, to discuss other options for parking.

Adult Programming – Funding Sources/List of Events

Discussed during Director's Report above.

FY2017 Budget

Director Leite distributed copies of the FY2017 Annual Operating Budget Overview, the Estimated FY2017 Base Salary Budget, the Estimated Incremental Cost of Foxborough Library Contract, and the Next Year Budget Historical Comparison for review. After the discussion, Tom Magee made a motion to accept the FY2017 Library Proposed Budget of \$1,023,943.00; Collin Earnst seconded; approved 6-0.

New Business

No new business.

Items for next agenda

No new agenda items for January 2016

Meeting with Jeff Lovely and Randy Scollins for February 2016

Next Meeting

January 05, 2016

7:56 pm

Joe Lally made a motion to adjourn; Deb Stone seconded; approved 6-0.

Respectfully submitted,

Deborah J. Volpini