

Minutes of the Trustees' Meeting of August 21, 2018

Ashland Public Library, Cheever Room

The meeting was called to order at 7:05 pm.

Present: Trustees Bonnie Mitchell, Carolyn Bell, Carol Ambacher, Kab Rabinowitz; Director Paula Bonetti, Children's Director Lois McAuliffe

Absent: Lornie Bullerwell

Approval of the minutes of the July 17, 2018 meeting was tabled until next month's meeting as there were a number of changes needed.

Planting of the tree in honor of Lois Bennett: a pole has been placed for the location of the flowering dogwood that has been chosen. Dig Safe has been called. The Garden Club will provide a plaque.

The Business Notebook has had some entries. Beth Reynolds, the Economic Development Director, sent a nice note.

The Documentary Film Policy: The Friends of the Library met to discuss this. As it was the flyer for the Killing Gaza film that was the most inflammatory, all promotional material will be approved by Betsy Emberley and Lisa Wood before being released.

Page Position: Brianna Doucette, a student at Ashland High School, is the best candidate. We have a former page helping out until Brianna can be hired. The trustees VOTED to hire her.

The Internet Policy: It was **VOTED** to delete the references to filtering software.

The Summer Reading Program: The final numbers are not yet available but we reached over 1,000,000 minutes! The program went well, almost as well as last year and we had a shorter time period this year. Barnes and Noble gift certificates were given to the top readers.

Director's Report: a leaky toilet required five plumber visits and many replaced parts but is now repaired.

There has been a leak in the vent over the circulation desk, probably due to the heavy rains.

We will be buying new office chairs with gift money.

The standing desk converter has arrived!

The carpets badly need cleaning as do the chairs near the fireplace. Paula will talk with the facilities manager about this. We discussed the library's buying a steam cleaner, but as the Town is supposed to take care of the cleaning, this would really be its responsibility.

The trustees **VOTED** to name the main conference room The Robert E. Schiesske Meeting Room, in honor of Bob Schiesske who was so generous to us in his will. Paula will check with the selectmen to make sure this is ok.

### **Statistics**

1. Circulation: Jul: 13,043 YTD: 13,043 (down 56 items from FY18)

Self-Checkout: Jul: 486

MLN Databases: Jul: 47 sessions

Mango Language Database: FY18 YTD: 35 sessions

Overdrive Online Subscription: FY18 YTD: 1,567          Advantage: 95

RBdigital Magazines: Jul: 22          YTD: 22

Computer Use: N/A

2. New Library Cards Issued: Jul: 75

3. Network Transfers: FY18 (reported quarterly)

a. Borrowed:

b. Lent:

4. Program Room/Meeting Room Use: Jul: 47

5. Cash Turnovers to Town (07/20/18 to 08/17/18)

- Fees: \$ 311.00
- Fines: \$1,912.87
- Gifts: \$300.00 (Greater Ashland Lions for large print books)
- Replacement: \$218.43
- In-kind donations: Jul: \$244.00

6. Volunteer Hours: Jul: 188

7. Reference Transactions: N/C

8. Library Hours: Jul:

- Total: 230
- After 5 p.m.: 55
- Saturdays: 28

The meeting was adjourned at 8:40 pm.

The next meeting of the trustees will be September 18, 2018.

Respectfully submitted,

Kab Wypler Rabinowitz,  
Secretary