

Pollard Memorial Library
Board of Trustees
Minutes
April 3rd 2013

Convening: Meeting called to order at 5:35pm in the Library Director's office.

Trustees present:

Nancy Pitkin
Patricia Noreau
Bernard Lynch
Ryan Gilday
Marianne Gries

Staff present:

Victoria Woodley

Safety Issues: There was a discussion of safety issues and the incident report from March 28th 2013. The Trustees decided to write a letter to the City Council to address the issues. Nancy Pitkin and Patricia Noreau volunteered to draft a letter for the Trustees to review.

Library Carpet: The Trustees discussed funding for the carpet replacement, including working with an architect to re-work the space in the library before replacing the carpet. The potential to work with a library space planning consultant was discussed. The Trustees want to replace the carpet in the meeting room first, and then work with a consultant to figure out what will work best for the other areas of the library.

Library Fine Forgiveness: Victoria confirmed that the PML has a policy to donate to food pantry to have fines forgiven. The drive generally happens once a year.

February Minutes: Corrections - Ryan Gilday was not at the February meeting, and the name on the banned patron letter should be updated to Kay. Patricia Noreau made the motion to accept the minutes, Nancy Pitkin seconded the motion, and the minutes were approved with corrections.

Committee Reports: None were presented.

Financial Reports: The library is at 66% of our city budget, we are going to ask for a line item for the security guard in the next city budget. The State Aid funding was discussed.

Chair's Report: Nancy Pitkin, Chair, and Karen Davidson-Heller, Secretary, represented the Trustees well at the City Council meeting last night. Nancy spoke at the meeting.

Seed Library: Marianne Gries and Sean Thibodeau are going to look into a GLCF grant for seed library. Sean will be back on the 15th of April.

Director's Report: Victoria Woodley presented her report. Each Trustee received a copy of the report via email.

New Business: The User Behavior Policy was reviewed by the Trustees. The issue of dogs in the library was discussed. The Trustees agreed that service dogs with a doctor's note are allowed in the library.

Old Business: The Strategic Plan will be revisited.

Foundation Update: The PML Foundation's Author Night will take place on May 2nd 2013 at the library. The author is Ben Mezrich.

The meeting was adjourned at 7:11pm. Nancy Pitkin made the motion to adjourn, Ryan Gilday seconded the motion.

Respectfully submitted by Marianne Gries