

Minutes of the Jones Library and Town Libraries' Board of Trustees
October 7, 2008
Jones Library Trustees Room

Present: Molly Turner, President; Pat Holland, Treasurer; Ann Grose, Clerk; Chris Hoffman; Louis Greenbaum; Kathleen Wang

Also Present: James Gorman of Vanguard; Bonnie Isman, Library Director; Tina Swift Library Staff; Scott Merzbach, the Press; Beth Girshman and Lynne Weintraub (8:00 p.m.), Library Staff

The meeting was called to order at 7:09 p.m.

Motion: To approve the minutes of 9-11-08 as corrected. Change : The Massachusetts Library Association will hold a Massachusetts Libraries Day (not the League of Women Voters). Add: Happy Birthday was sung for Ann Grose. Motion by Ann Grose, second by Louis Greenbaum. **Vote:** Unanimous. (Ms. Wang arrived just after this vote.)

President's Report: Ms. Turner had talked with Anita Page who declined appointment to the Personnel Board. Ms. Isman spoke to Ms. Page who expressed a desire to wait until after the Presidential election. Ms. Turner reported that Alan Root seemed interested in writing an article about the North Amherst Library beech tree (which is dying). Ms. Turner received a letter from the Town Manager regarding reopening discussion of a revolving fund.

Treasurer's Report: As of today, the invested funds are down to \$7,118,101.73.

Jim Gorman of Vanguard spoke. (See: attached Vanguard report.) This bear market is very volatile, with high fluctuations. Oil prices have fluctuated more than 30%. Bear Stearns and Lehman Brothers were in our portfolio, but in a small way. Owning less of these companies is a good thing in the current market. The overall US market has gone down 10% in one year (to August); however, the next ten year long term picture may be brighter. He explained his handout. Ms. Isman thanked Mr. Gorman for analysis of the Library's cash flow best and worse case scenarios which she used for the Community Choices report.

Ms. Turner spoke of the Four Boards meeting where Senator Stan Rosenberg spoke of Massachusetts finances. Ms. Turner pointed out that the assumptions for the Library's level funded budget contain an increase of 4.4% vs. the regional school system's 11% increase. Ms. Grose pointed out that the school population is dropping while the use of the Library is increasing.

Director's Report: Beth and Lynne spoke of a new promotion for the ESL Center. Amherst College provided a paid summer intern who developed a new ESL Center

brochure. She also made a stand up trifold poster which describes the ESL Center. This intern created four YouTube videos which are on the Jones Library web site (in the ESL Center section). Tanya, the intern, spent hours interviewing people and she had the videos edited at Amherst College. The longest interview is about three minutes. Lynne has had 30 volunteers sign up for tutor training this fall. The Women's Club has donated money for packets for the tutors. Lynne showed the third edition of her book on citizenship. Ms. Turner thanked both women for informing the Board of their work.

Gates Foundation Grant Meeting: Chris Hoffman was a last minute fill-in for Ms. Holland who could not attend. Mr. Hoffman appreciated hearing other libraries' stories and hearing that other libraries have to convince their population of the need for increased funding for the library. Ms. Isman noted that there was a lot of emphasis on developing relationships and partnerships with the community. If, for instance, a library runs an after school program, keeping children off the street, the library should be sure to inform the chief of police. This Gates Foundation grant is specifically for the branches because their equipment is older and the Jones could not fund those computer upgrades.

Community Choices: There is a display in the atrium with surveys for the public to state their preferences for budget choices. The final report will be done by December 1st. Ms. Turner suggested having the Community Choices Committee's presentation at the Library. Ms. Turner requested more copies of the Long Range Five Year Plan and the Community Choices document. Ms. Isman noted that the annual objectives must be updated.

FY09 Budget Calendar: See: Draft for discussion October 7, 2008

Mr. Greenbaum is "extremely unhappy" about how the Library budget increase is calculated. He said the Finance Committee will ask for specifics, "Why do you need more money?" He said the Library needs to document the increasing usage of the Library by young people. This is a way to demonstrate financial need. Mr. Greenbaum said the Trustees must justify that the Library keep its fines. He said this needs to be explained to the public.

Ms. Isman and Ms. Turner will make an appointment with the Town Manager to discuss the retention of book fines.

The budget calendar will be finalized in November.

The Director's Review Committee: Ann and Molly discussed the evaluation today. Ms. Turner accepted Ms. Isman's report from January of 2008. Ms. Grose used a WRMLS evaluation template. The evaluation of the Director's performance has not been finished.

Fundraising Committee: The new target is \$60,000 and Kathleen Wang is writing the draft fundraising letter.

The meeting was adjourned at 8:54 p.m.