

**MINUTES OF THE MILTON BOARD OF LIBRARY TRUSTEES
MEETING
MONDAY APRIL 11, 2011
7:00 P.M.**

Trustees Room

Present: Gene Boylan, Gregory Buchanan, Hyacinth Crichlow, Janet Evans.
Andrea Gordon, Barbara Mason, Brendan Mc Laughlin, Mary Regan
Ingrid Shaffer

Absent: Philip E. McNulty Library Director

Also Present: Daniel Haacker, Assistant Library Director

Chair Evans called the meeting to order at 7: 05 p.m.

Approval of Agenda:

A motion was made and seconded to accept the agenda as presented.

Citizens Speaks: None

Secretary's Report:

A motion was made and seconded to accept the Secretary's report and the Minutes of April 14, 2011.

Voted the trustees unanimously accept the motion as presented.

Treasurer's Report:

Treasurer McLaughlin said there was not much to report. He did however deposited \$1,925 in the Hyde Park checking account 4/9/11. In addition, notes from his account sheet outlined the year to date activities and line items voted upon by the trustees. The General account sheet can be found in the Library Directors office.

A motion was made and seconded to accept the Treasurer's report.

Voted the trustees unanimously accept the Treasurer's report of April 14, 2011.

Directors Report:

Mr. Daniel Haacker Assistant Library Director spoke on Phil McNulty's behalf. He spoke on the amount of DVD's used in the month of March. The month of March also showed high visitation, it surpassed the month of April. Computer sign-ups did break an all-time record – set in October of 2010 at 3364, an 8% increase over all time, 10.3% above last March Reference and Children's staff also tallied more questions in March than ever before. Phil also sent out a Long Range Plan for the year 2010 to 2015 drafted on April 6, 2011. The 25 pages plan can be found in his office.

There were 2 Recommended Actions for approval.

1. Assistant Children's Librarian:

Motion: To upgrade the part-time (16 hours per week) vacant LS-3 position to a new "Assistant" Children's Librarian" position at Grade L2, 16 hours per week, and to ask the Personnel Board to adjust the Library's position listings accordingly.

Voted the trustees unanimously accept this recommendation as written.

2. Summer Saturday's

Motion: To deploy six staff-members each summer Saturday, with at least two L2's or above and the rest LS-3's and to hire temporary workers to fill those positions not occupied by existing staff, and to inform the Personnel Board of these objectives.

Voted the trustees unanimously accept these objectives as written.

Committee Report: None.

Old Business:

Building Project.

The shades for the Reedsdale Road side of the building had their wiring completed, including the addition of a photo-cell that shuts the shades at full dark and opens them before we open in the morning. We are awaiting shop drawings now for the exterior signs.

We are also awaiting production & installation of the glass recognition wall sign.

New Business:

A letter was sent to the Traffic Commission on the Entrance to, and from the Library by the Strategic Planning review Committee. At the time of the trustees meeting it needed some tweaking. Motion to revise and send letter was approved.

Voted the trustees unanimously approve the motion.

Other:

In recognition for years of service as Library Trustees, Chair Janet Evans brought in a cake in farewell to our 3 trustees who were stepping down. Senator Brian Joyce arrived just in time and not only took pictures with our trustees who will be well missed but awarded them with a Massachusetts Certificate of Service from the State House for their years in community service. Trustees Mary Regan, Gene Boylan and Gregory Buchanan was not only surprised, felt honored for such recognition.

There was no further business to be discussed. Meeting motioned to Adjourned. Meeting adjourned at 8: 05

Next meeting dates are
April 28, 2011 Reorganization;
May 16, 2011
June 13, 2011

Respectfully submitted

Hyacinth Crichlow
Secretary.