

**MINUTES OF MEETING
LINCOLN PUBLIC LIBRARY
BOARD OF TRUSTEES**

June 30, 2015

CALL TO ORDER:

Chairwoman Karen Quinn called the meeting to order at 5:31 PM at the Lincoln Public Library.

PRESENT:

Treasurer Rita Caraccia, Trustees Gertrude Toher and Merle Krueger were present. Also in attendance was Becky Boragine, Library Director

ABSENT:

None

APPROVAL OF MINUTES:

The Minutes of the May 26, 2015 meeting were reviewed. A motion to accept the minutes was made by Trustee Krueger and seconded by Trustee Toher. The motion was approved unanimously.

DIRECTOR'S REPORT:

Ms. Boragine informed the Board that she attended Town Directors meetings, and Friends of the Lincoln Public Library Annual meeting.

During May two computer classes were held, ten story times, eight children's programs, one teen programs and eleven adult programs took place. Ms. Boragine indicated that items added to the collection in May were 1,018 books, videos, CD's, magazines, DVD's, CD-ROMS, etc. Also, circulated were 12,836 items. A total of 33 new patrons were given library cards. Loaned 2,482 items out to other libraries and borrowed 868 items. The in-house computer usage was 1,316. The Library web pages were accessed 144,781 times. The online database usage was 765. Overdrive usage was 1,249 and includes 236 Audio, 2 Video, 0 Music, 1,056 E-Books and all other E-Books usage was 66.

Ms. Boragine indicated that stats are probably down due to the delivery issue that all libraries faced during the previous month. The summer reading program for children and adults has kicked off and is doing quite well. Over 100 kids had signed up in the first day, prizes will be given out at the end of the program. Prizes are donated from vendors and the Friends of the Library.

Ms. Boragine indicated the need for a Trustee representing the district of Manville and is requesting assistance from the Board.

A motion to accept the Director's report was made by Treasurer Caraccia and seconded by Trustee Toher. The motion was approved unanimously.

FINANCIAL REPORT:

Treasurer Caraccia reported the balances as follows:

- Fines: \$0.00**
- Champlin Account: \$175,068.55**
- Trustees Account: \$23,402.10**
- Checking Account: \$575.99**
- Certificate of Deposit:\$0.00**
- Catie Kurowski Fund: \$0**

The Catie Kurowski money has been transferred into the Trustees account. Ms. Boragine indicated that the money will be accounted for at the Trustee meeting and it will be listed separately. Transferred out of Catie Kurowski account was \$4,340.99 with an additional \$200 donation received added in the current amount is \$4,540.99. As of July 1st, 2015 libraries will no longer be cutting checks to individual libraries for late fees or lost books etc. OSL will be paying the libraries at the end of the year after a full accounting has been done.

A motion that the Board agrees that all invoices being presented for payment by the Town of Lincoln are accurate and are to be paid from their respective accounts was made by Trustee Krueger and seconded by Chairwoman Quinn. The motion was approved unanimously.

UNFINISHED BUSINESS:

Ms. Boragine provided an update on the library renovation. The cost of painting the shelves is approximately \$2,000. The reference desk has shipped and will be installed soon. The administrative offices have been re-done. Bids have come in on the re-roof project that the Town is managing. The request for bids also went out for the parking lot, they are due back in July. The Board expressed a concern of disruption of parking while the roof work is being done. Ms. Boragine does not believe that there will be any issues as the company doing the work has requested hours of operation, etc so as not to disrupt the flow of traffic in and out of the library. Ms. Boragine also requested that Treasurer Caraccia, who is a member of the Garden Club, to contact them and ask to have the perennial flowers in the center bed be removed and potted so that they may be replanted somewhere else. She would like this to be done prior to the date the parking lot repaving is performed. Also, the flag pole is being re-located to where the book drop area is.

The summer meeting has been rescheduled to August 11, 2015 at 5:30 pm

NEW BUSINESS:

Ms. Boragine has requested that a 2.75% wage increase be given to all non-bargaining staff, which is the same amount as the union employees will be receiving. There are approximately eight non-bargaining staff. The new part time reference person, who is only starting in July, will not be receiving an increase. A motion was made by Chairwoman Quinn to approve the 2.75% increase in wage for the next fiscal year for all non-bargaining staff. It was seconded by Trustee Krueger. The motion was approved unanimously.

The calendars can be found online at the library website.

Next Meeting is August 11, 2015 at 5:30 pm.

PUBLIC COMMENT:

None

ADJOURNMENT:

There being no further business, a motion was made by Trustee Toher and seconded by Trustee Krueger to adjourn the meeting at

6:03 PM. The motion was approved unanimously.

Respectfully submitted,

Joan Dion

Board Secretary