

**Tiverton Library Services
Board of Trustees Minutes
Tiverton Public Library
December 9, 2015**

Trustees/Director Attending:

Barbara Donnelly

Lee Hoyer

Colin Robinson

Jennifer Theroux

Ann Grealish Rust, Director

Guest: Kathy Gallagher for the Friends

Call to order at 7:00 PM

Agenda Items

1. Minutes of Previous Meeting.

The Minutes the November 4 Meeting were not available.

2. Treasurer's Report

Ann Grealish Rust reviewed the operations budget vs. actual report and the monthly report for November. Ann noted that the electrical expenses have been corrected and now reflect the new rate through the Town and Direct Energy.

3. Union Public Library Association

Members of the Trustees' Budget Committee met with representatives of the Union Library Association on December 7 to discuss library usage and funding. It was reported that energy costs for the Union Library have been reduced with the new air conditioning units and addition of a dehumidifier.

4. Friends of the Tiverton Library

Kathy Gallagher reported that the end-of-year membership drive is underway and that the Friends Annual Meeting will be on February 9, 2016. The Friends have obtained passes for The Children's Museum of Greater Fall River, and these are now available at the Library. The monthly e-blast Library Newsletter continues to be distributed via Constant Contact, and the list has been increased from 2800 to 4800 by adding individuals with Library Cards.

5. New Building.

Ann Grealish-Rust reported that several of the repairs and fixes noted last month have been taken care of by Behan Brothers and its subcontractors. The others are scheduled for action. The cost of the repair for the damaged window will be \$1250, which will be a Library expense as it is below the deductible of the Town policy.

Lee reported that the Town Zoning Board of Review has approved a Special Use application for the Library to place a sign at the corner of Roosevelt Ave and Bulgarmarsh Ave that is within the restricted area

at an intersection. A permit will be required after the formal approval is issued, and it will require that the placement be approved by the Police Department and the DPW. The Board did not approve the inclusion of directions to Sandywoods Center for the Arts as a part of this sign, indicating that as a separate entity it would require its own Special Use Permit to have a sign located in the restricted area, especially since it is "remote" from Sandywoods, even though signage rights have been assured in the Easement granted to Sandywoods by Tiverton Library Realty at the time the land was purchased.

Lee reported that RIDOT has finally approved a revised plan for the sidewalk on Bulgarmarsh Ave, a revision that requires a full curb at the side of the walkway, plus crosswalk modifications. Behan Brothers has submitted a change order request of \$24,056.70 for the increased work to complete the project (precast curb, asphalt patch, and police details) that is in addition to the basic cost of the sidewalk itself that was in the GMP contract. As the completion of the sidewalk was a requirement of the Planning Board approval, this is an unavoidable cost and the Trustees approved this addition.

6. Foundation.

The Foundation Annual Meeting and Election of Officers will be on December 16.

It was noted that the Foundation account has adequate funds to cover the anticipated remaining costs of the building program.

7. Director's Report.

Ann Grealish-Rust provided a detailed Director's report, and again noted the marked increase in the usage statistics for the new library. Bar graphs demonstrated a doubling in the number of library users and library computer users when November 2015 is compared to the data for November 2014 at Essex Library. Similar large increases were recorded for Circulation (up 62%) and website visits (37%). Lee distributed a review of usage statistics for July-October comparing the Tiverton Public Library with Union Library. It indicated that Union provided 1.5% of the combined total services over the four months (89,216), and that the cost/service was 53% greater at Union.

Ann reported that the volunteer program is continuing to work well and that additional participants will be trained in the new year.

Ann noted that Helgers has donated a Christmas tree for the Terrace, and that the Tiverton Garden Club has donated two wreaths.

Ann reviewed the Budget prepared for FY 2016-2017 (which includes one new staff position) that was approved by the Trustees' Budget Committee on December 7. After discussion, the Trustees voted unanimously to approve the submission of this budget to the Town Administrator.

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8. New Business

There was a request from the Tiverton Yacht Club that an announcement of the New Year's Day Penguin Plunge be circulated in a Friends e-blast. Kathy Gallagher noted that the December Newsletter had already been sent out, but that she would see if there could be an additional distribution.

9. Old Business

Barbara reviewed progress in identifying a new Trustee, and several suggestions were discussed. Barbara will contact potential candidates and interview them.

The meeting adjourned at 8:36 PM

Respectfully submitted,

Lee Hoyer for Ed Roderick