

DICKINSON MEMORIAL LIBRARY
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DICKINSON MEMORIAL LIBRARY MINUTES

Trustees Meeting

Tuesday, January 5, 2016 6:07 p.m.

Present: Margot Fleck, Deb Kern, Nolan Kitfield, Paulina Borrego, Deb Potee, Lloyd Parrill
Absent: Jon McGowan
Citizens Present: none

Secretary's Report

Minutes for the December meeting accepted as emailed with revisions noted.

Treasurer's Report

We are right on track for upcoming seasonal changes: increased heating oil use and reduced electricity usage are where expected.

BUILDING BUSINESS

Work Orders

Outdoor, back parking lot lights, some not working, others need brighter bulbs (1/26/2015)

Caulk storm windows in the office. Make any other repair that may help with insulation (10/28/2015)

Parking lot lights not going on (10/20/2015): All set, timer reset for fall.

Wobbly toilet (12/11/2015) COMPLETED

Installation of projection system (12/11/2015) COMPLETED except for remote

Snowblower, problems w/electric start (12/29/2015) COMPLETED

Ceiling Restoration. No additional progress in the last month.

Purchase of Small Safe. Brian Noble suggested that we look into the purchase of a small safe for safekeeping of the old minutes. This was in response to Deb Kern's mentioning that she was taking minutes to the Town Clerk's vault. Another aspect of this preservation would be to digitize the minutes, perhaps through the Commonwealth Digital Plan.

Public Safety. The parking lot lights are too dim given the change in temperature because of the type of bulb used. Deb Kern will contact Bob Pasteris and Jeremy Underwood about the LED bulbs we believe are working brightly in Millers Falls. Additionally, the trustees noticed that the walkway was treacherous with the current layer of ice: needs to be cleared after precipitation quickly.

UPCOMING PROGRAMS. Starting this week there will be a Friday afterschool program for the next 6 Fridays. A series of nature/outdoor programs is in the works sponsored by the Friends of the Library through the grant from the Tortuga Foundation.

MLS STRATEGIC PLANNING COMMITTEE. Deb Kern, our director, will be at a meeting in Marlboro, MA from 10-3 on February 2nd. The Trustees' meeting that evening will be brief.

OTHER

Website Hacked. Over the Christmas holiday the library's website was hacked. It was not a personal hack, it was a robotic random hack because there were many holes in the old platform. Elizabeth Bonney is attempting to reload our website on a new Joomla platform and Deb will be meeting with/hiring a woman to help transfer everything over to a Wordpress site.

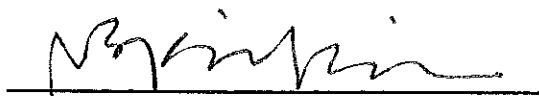
CIRCULATION & ATTENDANCE

	Circ FY14	Circ FY15	FY 15/16		Att FY14	Att FY15	FY15/16
November	3524	4040	12.77%		1768	1679	-5.30%
December	4397	4267	-3.05%		2298	2135	-7.63%

NEXT BOARD MEETING The next board meeting will be Tuesday, February 2, 2016 at 6:00 p.m.

Meeting Adjourned: 6:41 p.m.

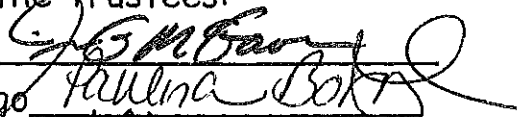
Respectfully submitted,



Nolan Kitfield, Secretary and Trustee

Approved by the Trustees:

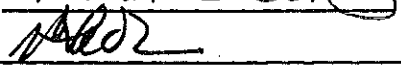
Jon McGowan



Paulina Borrego



Margot Fleck



Lloyd Parrill



Deb Potee

