Library Board of Trustees - Brookline Public Library

**Approved Minutes Of The Tuesday Sept. 6, 2016 Meeting**

Brookline Public Library 7:35 PM

Present: Ed Cook, Karen Jew, David Partridge, Sara Rockwell, Steve Russo, Myra Emmons

Public Present: Helen Ballou

Old Business

Minutes of June 7, 2016

**Ed motioned to approve the minutes as amended; David seconded; approved unanimously.**

Minutes of August 16, 2016

**Ed motioned to approve the minutes; David seconded; approved unanimously.**

 Treasurer’s report (See attached report)

 The Equipment, Equipment Maintenance, and Materials lines are higher than anticipated for

 this time of year; David and Myra will check the bills to discover why.

 Director’s report

 Myra said that it was a busy summer; the summer reading programs were very well received.

 The Community Garden has been very fruitful; there are lots of tomatoes and beans to share.

 Miss Jackie will be resuming her children's programs soon.

 3 or 4 staff are going to the upcoming READS Conference.

 Staff are putting a lot of effort into getting ready for the Open House: some of the displays

 include 1930's high tech and a 1930's pantry. There will be activities for all age groups on

 both floors; weather permitting, there will be a fire truck out front.

 The Circulation Report is attached. Our circulation is down slightly from last year; most

 nearby libraries are seeing the same trend.

 New business/unaddressed issues

 Myra reported that there was a plumbing leak in the 1st floor restroom; the tile will have to

 be replaced.

 The Town has hired a new cleaning person to clean the Library.

 Tad set a letter about preparing for next year's budget. The Town is planning on a 2.5%

 increase in salaries. The preliminary budget is due September 30th. Myra gave a brief

 presentation on some considerations for the 2017 budget; she also offered recommend-

 ations for the Library building budget, such as floor refinishing and carpet cleaning in the

 next three years. The Board will hold a special meeting to discuss the 2017 budget before

 the end of this month.

 **At 8:50 Sara motioned to adjourn; Karen seconded; voted unanimoiusly**.

 **The next meeting of the Board will be a special meeting on September 23rd at 7:30PM**

 **to discuss the 2017 budget.**

 Submitted by Steve Russo, Secretary