



Board of Library Trustees

January 28, 2014 – 3:30 p.m. – **Minutes**
New Bedford Main Public Library, 613 Pleasant Street

The Board of Library Trustees met on January 28, 2014, 3:30 PM,
in the Trustees Room of the Main Library.

Present: Carl Cruz, Vice-Chair
The Very Reverend Father Constantine Bebis
Lee Blake
Elsie R. Fraga
Helen Rogers
Dr. John Fletcher
Dr. Joseph S. Silva, Jr.
Rev. Kevin Harrington
Geoffrey Dickinson, Acting Director
Karen Stefanik, Acting Head of Branch Services

Excused: Mayor Jon Mitchell
Diana Henry

Called to order: Mr. Cruz called the meeting to order at 3:33pm.

Mr. Cruz asked the President of the Friends of the New Bedford Free Public Library, Joan Halter for a report. Ms. Halter said that the Friends' first musical event went very well. The "Men of New Bedford" calendars have not made a lot of money, but did get good press. The Buzzards Bay Garden Club is finishing projects around the library. Mr. Cruz noted that shrubbery is covering the library sign on the corner, and Ms. Halter said she would look into it. Mr. Cruz also asked about the rhododendron that is located kitty corner from the Whaleman's Statue. Ms. Halter would like to remove it and replace it with something else. The Trustees voted that the Friends should explore options for that location and bring those options to the Trustees.

The Friends got a mini-grant of \$719 that they will bump up to \$1000 to give to Howland-Green for new large print books. The Friends' signature event will be on May 30 and will benefit the Art Room. Ms. Halter will send out save-the-date cards and make sure the Trustees are on the list. The Friends are working with Janice Hodson on the theme, which will be related to the *Charles W. Morgan's* visit to New Bedford. No author events are scheduled for April, but two more musical events are planned.

Dr. Fletcher made a motion to accept the Friends' Report, Father Bebis seconded, and it was passed unanimously.

Dr. Silva made a motion to accept the January 14 minutes. The motion was seconded by Father Bebis and passed unanimously. Any corrections to the minutes will be made at the February meeting if necessary.

STAFF REPORTS

Dr. Silva made a motion to accept the staff reports, Mrs. Fraga seconded, and the motion passed unanimously.

Mrs. Rogers commented that the Christmas tree lighting and “Wrap-it-up” craft at Howland-Green was well-attended, and made a motion that the Trustees should send a thank-you card to the branch manager there. This motion was seconded by Dr. Fletcher and passed unanimously.

Mr. Cruz has visited two libraries so far and noted that trying to use the computers was frustrating since so many needed to be fixed. He noticed adults in the Teen Room at Lawler using computers on a Saturday, when that room should be reserved for teens. Mrs. Fraga commented that she thought that was okay if there were no other computers available. Mr. Cruz asked Mr. Dickinson to work with Dale Eason, the Teen Coordinator, to create guidelines for the use of the Teen Rooms. Members of the public must go through the Teen Room at Lawler to get to the bathrooms, and Mr. Cruz noted that the library might think about putting up partitions so that the teens feel the room is truly their own.

Staff from MIS was at the Main Library working on the final setup of the new servers. If the computers were not fixed by the next meeting, Mr. Cruz asked if the head of MIS could come to the meeting to give the Trustees an update.

Father Harrington noted that the MBLC Web site does not show that the branches have Wi-Fi. Ms. Stefanik will contact MBLC to get this fixed.

Mr. Dickinson has contacted DPI about getting the speed bump at Howland-Green and removing the tree at the Wilks parking lot.

Ms. Blake mentioned that New Bedford received “The Big Read” grant, and will be encouraging residents to read Edgar Allen Poe. Various events will be taking place throughout the city, including a February AHA (Art, History, Architecture) Night event at the Main Library. While there are several programs for adults and children, there is a gap in the teen programming, so Mr. Easton will work with Jessica Rivera, the Assistant Teen Coordinator, to develop related programs for teens. The libraries should put together displays of Poe’s works.

The Art Room will be closed for painting in January and February.

COMMITTEE REPORTS

- 1. Art:** Dr. Fletcher, Chair – There have been two requests for art to be loaned out. Ms. Hodson has sent them the regulations. Dr. Silva made a motion to allow these requests, providing that they meet the requirements. The motion was seconded by Mrs. Fraga and passed unanimously.
- 2. Bookmobile:** Mrs. Rogers, Chair – The Bookmobile is back on the road after more than a week in the garage being fixed. Mr. Cruz commented that when the Bookmobile went to the projects at night in December, not many people used it. Next year, the Bookmobile might stop its night visits in November. Mr. Cruz discussed designing large posters for the community rooms at each housing location. These posters could perhaps be designed by teens.
- 3. Building:** Ms. Blake, Chair – Mr. Dickinson reported that the elevator for the Casa da Saudade Library has been ordered, and that construction is scheduled to begin in the spring. Casa will remain open during construction, and the construction company is making cleanliness and safety a priority. Mr. Dickinson received estimates from contractors for painting for the Art Room, but the city will only pay city employees to do the work. Depending on availability of the employees, this means that it could be a while before the Art Room is painted. Ms. Hodson emptied the room in preparation for painting, but there is currently no crew available. There have been no results yet on the lead testing. The estimates of painting the Art Room range from \$9000 - \$12000; the Children’s Room is a little less. The Library does not have a budget for these kinds of facility costs. Because the items from the Art Room are currently in the Meeting Room, neither room will be open to the public until the painting is done.
- 4. Finance Committee:** Mrs. Fraga, Chair – The library donation fund is not earmarked for anything in particular, but no money can be withdrawn from the CD until 2015. Mr. Cruz wants to meet with Mrs. Fraga, Carmen Brodeur (the library bookkeeper) and the city treasurer to see exactly how much money

is in each account owned by the library.

5. **Gifts:** Father Harrington, Chair – Father Harrington was given works by Frank B. Shea (a former library Trustee) by anonymous. He will bring them to Janice Hodson. Father Bebis made the motion to accept these donations; it was seconded by Mrs. Fraga and passed unanimously. Mrs. Fraga made a motion to accept a donation of whaleman book ends; the motion was seconded by Ms. Blake and passed unanimously.
6. **Personnel:** Mrs. Rogers, Chair – The search for a director is ongoing. The personnel committee has requested five-year plans from the candidates.
7. **Policy:** Ms. Blake, Chair. Nothing to report.
8. **Scholarships:** Ms. Henry was not present. Mrs. Fraga will check on the available Yaeger funds.
9. **Security:** Dr. Silva, Chair – Mr. Dickinson discussed the Dropcam camera system in his Director's Report.
10. **Director's Report:** Mrs. Fraga moved to accept the Director's report, it was seconded by Dr. Silva and it was unanimously approved. Mr. Dickinson looked into the Dropcam cameras recommended by Dr. Silva. Each camera needs a certain amount of wireless streaming. The branches might not have enough to sustain the cameras without the cameras affecting the quality of the wireless connections. Mr. Dickinson will check the wireless signals at the branches, and will also look into stand-alone options. Mrs. Rogers inquired if community development funds could be used for the cameras, and Mr. Dickinson said he would check on this.

Old Business:

Dr. Silva reported that the New Bedford Credit Union never received a thank-you note for paying for the printed bookmarks last year. Ms. Blake noted that the historical society never received a thank-you note for providing the Summer Reading Books. Mr. Dickinson will get both of these notes sent.

New Business:

Nothing to report.

Other Business:

Father Bebis suggested that the branch managers take turns coming to future meetings. Father Harrington said that Marcia Faucher (former principal of Carlos Pacheco School) would be able to come to the June Trustees meeting.

Next Meeting:

Tuesday, February 25 at 3:30pm.

Dr. Silva made a motion to adjourn; it was seconded by Father Harrington, and passed unanimously.

Meeting adjourned at 5:21 p.m.