



## ***Board of Library Trustees***

February 25, 2015 – 3:30 p.m. – **Minutes**  
New Bedford Main Public Library, 613 Pleasant Street

Board of Library Trustees met on February 24, 2015, 3:30 PM,  
in the Trustees Room of the Main Library.

**Present:** Carl Cruz, Vice-Chair  
Elsie R. Fraga  
The Very Reverend Father Constantine Bebis  
Helen Rogers  
Rev. Kevin Harrington  
Diana Henry  
Lee Blake  
Geoffrey Dickinson, Acting Director  
Karen Stefanik, Head of Branches

**Excused:** Mayor Jon Mitchell  
Dr. John Fletcher  
Jill Horton-Simms

**Guests:** Christine Arsenault  
Joan Halter  
Michael Lawrence

**Called to order:** Mr. Cruz called the meeting to order at 3:37pm.

Mrs. Fraga made a motion to accept the Friends' Report, it was seconded by Ms. Blake.

Ms. Halter, President of the Friends, said that the January and February "winter warmings" concerts were not well attended. She was hopeful that March will be better, and the Friends have also added a concert in April.

In September and October, the Friends will be sponsoring classes, such as cooking, for fundraising, and they are working with the Zeiterion on a joint fundraiser.

The Friends' report was unanimously approved.

### **STAFF REPORTS**

Rev. Bebis made a motion to accept the staff reports and it was seconded by Ms. Blake.

Mr. Cruz inquired about the incidents at the Casa da Saudade Library (teens jumping on the manager's car in the parking lot, and a patron's cell phone theft at the library). Casa does not have the security cameras installed yet, but Mr. Dickinson had put in a work order for both Casa and Wilks to have their cameras installed. Ms. Stefanik said that the Library is looking into putting up a "No Parking" sign. Mr. Dickinson said that he must work with the Solicitor's Office to see if the Library can legally put up a sign. Mrs. Fraga said that cameras should be a priority at Casa and Wilks. Mr. Dickinson is in touch with Ken Blanchard (Head of DFFM) about both the cameras and the bathrooms at the Main Library.

Father Harrington pointed out that more fiction than nonfiction books are taken out, especially by the juveniles. Mr. Dickinson pointed out that this is a trend everywhere. Mr. Cruz said that this issue can be

brought up with Dr. Durkin when she comes to the Trustees meeting in March to see if she has any suggestions on how to encourage children to read more nonfiction. Rev. Bebis would like to the Main Library to get more contemporary nonfiction, and Mr. Dickinson replied that a couple of large orders had just been placed. Not all the new items will go on the “New” nonfiction shelf; some of it will go on the regular nonfiction shelves.

The staff reports were approved unanimously.

## COMMITTEE REPORTS

1. **Art:** Dr. Fletcher, Chair – Nothing to report.
2. **Bookmobile:** Mrs. Rogers, Chair – Ms. Stefanik said that January and February were difficult months for the Bookmobile. With all the snow, there were several days when schools and/or the library were closed, and even when everything was open, the Bookmobile could not find parking at many of its stops due to snow piles.
3. **Building:** Ms. Blake, Chair – Parking is a big issue with the snow, especially at the Casa da Saudade Library.
4. **Finance Committee:** Mrs. Fraga, Chair – There was a new process to withdraw money from the Barnett CD, so it was delayed. However, the request did go through to get the money for the rugs.
5. **Gifts:** Father Harrington, Chair – Mr. Bergeron is donating a copy of the 1897 Morning Mercury to Genealogy. Rev. Bebis made the motion to accept the gift, it was seconded by Ms. Henry, and unanimously approved.
6. **Personnel:** Mrs. Rogers, Chair – Mrs. Rogers is pleased that Spanish-speaking Library Assistants have been hired at Howland-Green. She asked about the part-time position at Lawler. Mr. Dickinson replied that this position is not in the current budget, but has to be an enhancement to next year’s budget. While there is money leftover in the personnel account, it is not worth hiring someone in that position just to potentially let them go in July if the position does not become permanent. Mrs. Rogers asked about the open positions. There are two – Head of Special Collections and Teen Services Assistant. Mr. Easton has been looking at applications for the Teen Services Assistant position, but a lot of them do not have driver’s licenses. The new manager at Casa da Saudade has been settling in well.
7. **Policy:** Ms. Blake, Chair. The library had the public meeting on its revised policies. Mr. Dickinson said they are now being formatted into a policy manual for staff. The punitive part of the policies (the no trespassing order) is at the Solicitor’s Office, as well as the policy on loitering on the top step at the Main Library.
8. **Scholarships:** Ms. Henry, Chair. The bank will have to let the library know how much money is available for the next scholarship.
9. **Security:** The security cameras for Wilks and Casa are in progress. Ken Blanchard is working on a new scheme for the Main Library’s bathrooms. If they are able to put a stall in each bathroom, then there will be no need to put a lock on the outer door. Hopefully this would cut down on misuse of the bathrooms.
10. **Director’s Report:**

Rev. Bebis moved to accept the Director’s Report and it was seconded by Mrs. Fraga.

Mr. Dickinson and Ms. Stefanik have been working on the preliminary FY16 budget, which is due on March 6. The Library has been asked to submit a level-funded budget, along with budgets showing 3 levels of cuts – 3%, 5% and 7%. The 5% and 7% would definitely cut personnel and operations. Mrs. Rogers asked how long the process was. The Mayor meets with Department heads throughout March and early April, then presents his recommended budget to the City Council in mid-May.

Ken Blanchard wants to start painting the Children's Room as soon as possible. His staff can work during our non-open hours (Sunday). They could work Thursday through Monday or Tuesday, doing the juvenile room first, then the preschool room. Mr. Cruz asked Christine Arsenault is having them paint when the library is closed is unusual, but she said it is done on a case by case basis. Mr. Cruz asked who would provide security, and Mr. Dickinson said it would be DFFM staff. Mr. Cruz said this would be voted on under New Business.

The Director's Report was approved unanimously.

### **OLD BUSINESS**

Library policies are with the Solicitor's Office.

Father Harrington said that volunteers for the reading program are in the process of being CORI checked.

### **NEW BUSINESS**

The Trustees offered their congratulations and well wishes to Mr. Dickinson on his new position as the Director of the Worcester Public Library. His last day will be on Friday, March 6. Mrs. Rogers made the motion to have Ms. Stefanik act as Interim Director until the new director starts, it was seconded by Mrs. Fraga and unanimously approved. Ms. Stefanik will be the Interim Director effective March 7.

Ms. Blake made a motion to let DFFM paint the Children's Room using the recommended hours (Sunday included) and DFFM staff, it was seconded by Ms. Henry and unanimously approved.

### **NEXT MEETING:**

Regular meeting: Tuesday, March 24 at 3:30pm

Father Harrington made a motion to adjourn, it was seconded by Mrs. Fraga and passed unanimously.

Meeting adjourned.