

## Yarmouth Town Library

### Library Board Meeting Minutes

March 17, 2011, South Yarmouth Library

**Members Present:** Harris Contos, Charyn Tietge, Sandi Femino, Merle Mammato, Annmarie Gavin, Sally Guadagno, Janet McDowell, Director Jackie Adams

The meeting was called to order by Harris Contos at 7:09 pm.

**Previous Minutes:** The minutes from the February 17<sup>th</sup> meeting were not available. The main topic of the meeting was a discussion of the proposed town of Yarmouth budget.

**Public:** None

#### Library Director's Report:

- Staff members are highlighted in the latest library newsletter. All board members should be on the email distribution list for the newsletter.
- Patron Appreciation Week in February included a raffle for a Nook (electronic book reader). The winner was from the food pantry and returned it. Fines on overdue books were forgiven if the patron brought something to donate to the food pantry. 1,000 pounds of food were collected.
- Upcoming programs include: Good Stories at West Yarmouth Sunday March 20<sup>th</sup> at 2:30 pm and Birds of New England on March 26<sup>th</sup>.
- The Family Health Fair on March 12<sup>th</sup> was very successful, with 100 families attending. There was a story about it in The Register.
- ELL program on February 17<sup>th</sup> went very well.
- April's Community in Conversation program will be led by Yarmouth's new police chief, Frank Frederickson.
- Staff Day on March 16<sup>th</sup> went very well. The staff went to the Plymouth Library, which has a beautiful facility. Our library compares favorably based on circulation; Plymouth's population is 3 times that of Yarmouth, and their circulation is 400,000 (ours is 200,000). Plymouth has "self check out" of books and materials. Their library is less automated than ours; ordering of materials is not automated, as ours is. Their limit on computer usage is 90 minutes per day per patron. The staff belongs to a union.
- Budget – originally the library's budget was to be reduced by \$25,000 for the next fiscal year, which meant that hours at the West Yarmouth branch would be reduced to 15 per week; now the proposal is to reduce the library budget by \$15,000, which would probably mean that West Yarmouth hours could be 20 per week. The Annual Town Meeting is on April 4<sup>th</sup>, with the vote on May 17<sup>th</sup>.
- Staff member Nora Winstead resigned because of her cancer. (Note: she died in April.) She was a Library Tech who worked 15 hours per week. Her position will not be filled.

- Probably no staff layoffs will be required because of the budget cuts. A 10 hour per week position at West Yarmouth may be eliminated. Jackie may have to change which hours some staff members work.
- State aid may not be cut. The South Yarmouth branch has to be open 50 hours per week to qualify for state aid. It is a full service facility, with a children's library, a reference librarian, an elevator and parking. West Yarmouth, with lower service, costs \$90,000 per year to operate.

**New Business Items:**

- Publisher Harper Collins has limited library usage for its e-books to 26 times, after which libraries must pay for another copy. CLAMS, our automated library system, no longer buys e-books published by Harper Collins. An e-book is half the price of a hardcover book for libraries. There is a 40% discount on best sellers.
- April 13<sup>th</sup> will be Volunteer Appreciation Day.

**Old Business:**

- Jackie looked into library design and recommended space using a Wisconsin website. She entered Yarmouth's numbers. There were some questions and she will re-do the numbers. The Cohen report suggested Yarmouth needs a library with 30,000 square feet; South Yarmouth branch has 8,900 square feet.

**Board Member Items**

- None

The meeting was adjourned at 8:26 p.m. The next meeting is scheduled for April 21<sup>st</sup> at 7:00 pm.