Norfolk Public Library

Board of Library Trustees

October 26, 2016

A regular meeting of the Norfolk Public Library Board of Trustees was held on October 26, 2016 at the Norfolk Public Library. In attendance were the following trustees: Kenneth Nelson, Glenn Hill, Kumkum Pareek Malik, Acting Library Director Sarina Bluhm, and Friends member Barbara Byron. Kenneth Nelson called the meeting to order at 6:15pm.

Approval of Minutes

The minutes of the September 28, 2016 meeting were approved.

Public Comment

There was no public comment.

Director's Report

Sarina Bluhm reported that a group of library patrons will meet and collaborate on website redesign ideas. One-on-one technical advice is being considered as a service, and a form is being developed to allow patrons to request this service.

Sarah Ward was accepted to the Master in Library Science program at Simmons College, and she has prepared a request for tuition reimbursement. It was determined that a review of the operational budget is needed to inform the question of what, if any, funds are available for reimbursement.

Staff scheduling changes are underway to accommodate Kathy Astley's retirement. A job posting for a weekend Circulation staff position will go up.

Friends Report

Barbara Byron reported the Friends agreed that lending museum passes to non-residents was appropriate. PayPal will be used on the Friends webpage to accept payment for membership. The membership drive this year will be town-wide.

Old Business

The Trustees voted 3-0 to change the Borrowing Policy so as to allow non-residents to obtain museum passes.

New Business

Glenn Hill sent email to Senators Edward Markey and Elizabeth Warren, seeking their backing for the "Key Library Program Bill".

Glenn Hill wrote and recorded a public service announcement for the library on Norfolk Community Television.

Ken Nelson received an offering from the Norfolk County Register of Deeds, seeking to promote their services at the library.

The Electronic Services Policy will be distributed by e-mail, for annual review.

Next Meeting

The next meeting of the Trustees shall be held on November 16, 2016 at 6:15 PM in the Norfolk Public Library.

Adjournment

The meeting adjourned at 6:52 pm.

True copy respectfully submitted, Glenn Hill, Clerk