



THOMAS CRANE PUBLIC LIBRARY

MINUTES OF BOARD OF TRUSTEES MEETING

March 12, 2012

Trustees Present: Chair Harold Crowley, Janet DiTullio, Mary Reed, Tina Cahill, William Griffin.

Library Staff Present: Assistant Director Megan Allen, North Quincy Branch Librarian Jessie Thuma.

Call to Order: Chair Harold Crowley welcomed the new Trustees; Tina Cahill and William Griffin.

Report of the Treasurer: In the absence of the Library director, the Assistant Director presented the expenditures: After review and discussion. The Chair asked for a motion to approve, second offered by Trustee Griffin- Motion carried.

North Quincy Branch: Branch Librarian Jessie Thuma gave her report: North Quincy library continues to be the busiest of the branch libraries, with an average of 280 visitors a day. On especially busy days, up to 400 visitors. Adult patrons, young children and teens.

Our average count is more than twice the number of patrons who visit any other branch, and it represents a total of 7% of annual library attendance in the City of Quincy.

According to 2011 statistics, the main library had an average attendance of 181 people per hour compared to an average of 70 per hour here. That means with a staff of two responsible for all library functions, we serve nearly 40% as many patrons as the main library.

Since opening them to the public last year, our two study rooms upstairs have been used by more than 1200 hundred people. In addition to the 2-4 professional tutors who meet with students here twice a week.

Our children's librarian has read to more than 300 3-5 year olds, and we have had more than 2500 children under the age of 10 walk through our doors as part of school classes or after school day care programs.

NQ is poised to support the cores services that will be enshrined in the library's long term strategic plan:

Stimulate Imagination

Lifelong Learning

Connect to the Online World

Create Young Readers

Visit a Comfortable Place

NQ is an inviting and important meeting space for this community.

Ms. Thuma completed her report after a brief Question and Answer period by Trustees.

Report of the Assistant Director: Assistant Director Allen announced that she has been asked to serve on the Asian American Community Engagement Task Force. The task force is assisting with community outreach efforts using an innovative new online engagement tool.

Strategic Planning Report: Assistant Director Allen updated the Trustees on the Review of the Community needs meeting on February 28, 2012. Refinement of the priorities is ongoing. The next step in the process will be to pick goals and measurable objectives for each priority. Developing Library values will be done in March. The Library Trustees will have the Staff goals at the April meeting.

Old Business – Thomas Crane Library Foundation: Chair Crowley announced the Library Foundation is in full compliance with the State's charitable division. Trustees agreed we need to develop a plan for the Foundation to be operational in the near future.

Old Business – Supplemental Budget Request: Increased Hours for the Main Library and Branches: As a result of the Community Meetings on the Strategic Plan. The Trustees discussed the need to request Saturday and Sunday Hours for the main library and a four hour increase in evening hours for the branches. In the absence of Director Williams, Chair Crowley requested Assistant Director Megan Allen to relay the proposed plan to Director Williams for development and presentation in the Supplemental Budget. A motion to this effect was offered by Trustee Reed. Second by Trustee Griffin. The motion carried.

New Business – Library Volunteers: Issues pertaining to Safety, in the context of discussing overall safety for our patrons. The issue of CORI (Criminal records check) for volunteers was discussed. Currently volunteers are not screened through the CORI system. Chair Crowley suggested Megan Allen pursue the process for establishing CORI checks for volunteers. The Trustees will review the process at the April meeting.

Adjournment: Chair Crowley moved to adjourn the meeting. Trustee DiTullio seconded. The meeting was adjourned at 10:55am.

The next meeting is Monday April 9, 2012 at 9:15am at the Main Library.