

**Babcock Library Board of Trustees**  
**Minutes of Regular Board Meeting of June 25, 2013**

In attendance: Board members Charlene Armitage, Helen Chapman, Gerald Nagy, Catherine Sampson, Suzanne Smith, Barbara Zulick, Library Director Ginny Moses and Friends of the Library Chairperson, Beth Fitzroy. The meeting was called to order at 2:00 PM.

**Secretary's Report:**

Suzanne moved and Barbara seconded a motion to approve the Minutes of the May 28, 2013 Regular Meeting. Motion approved.

**Treasurer's Report:**

Suzanne moved and Barbara seconded a motion to approve the Treasurers monthly activity report for May, 2013. Motion passed. The draft of the FY2014 budget was presented. It was noted that 80% of the budget is fixed costs. It was discovered that last year there were 13 health insurance payments taken from the budget. Ginny will talk with Cheryl Bowen about it. Helen moved and Barbara seconded a motion to accept a balanced FY 2014 budget of \$176,835 as presented. Motion passed.

**Correspondence:**

There was no correspondence.

**Library Director's Report:**

- **Adult Programs:** 10 at the seniors visit, 84 at the Friday program /SRP Kickoff Creature Teachers, 3 at the Friday Book Club, 8 at the Mystery Book Club, 6-9 knitters at the Wednesday Stitch and Chats.
- **Personnel:** Tracie Scott children's librarian has been reorganizing the library supplies and collections, weeding and purchasing new books. The positions for two new pages will be advertized for Sept. 1
- **Children's Program Attendance:** averaged 10 children/8 adults for Tot Time, 82 registered so far for SRProgram.
- **Computers:** two new PC's for circulation desk installed, Destiny opened on public PC's for patron use, working on allowing patrons to place reserves from home.
- **Quiet Corner Reads:** The Archer Mayor author reception was well done and a success.
- **Patrons Survey:** 23 responses so far. Discussion on patron name printed on book checkout lists. Staff will check to be sure lists are removed from returned books.

**Old Business:**

Gerry, Ginny and Suzanne met with the Ashford school principal. It was agreed that the school will no longer send students with discipline problems to the library for special tutoring.

**New Business:**

Library Director Ginny was excused from the meeting while the board discussed procedures for her evaluation. We agreed to discontinue using numerical evaluations. Each board member will write a few sentences on each of 8 topics using last year's form as a guide. We will have an executive session after the regular meeting in August. Gerry will mail out copies of the form with updated directions.

**Persons to be Heard:**

There were no persons to be heard

**Friends Update:**

The wine tasting will be held on Sept. 14.

There will be a tea at Beth Fitzroys', possibly Oct. 5.

**Next Regular Meeting:**

The Board decided to cancel the July 23<sup>rd</sup> regular meeting. Our next regular meeting will be on August 27 as previously scheduled.

Barbara moved and Catherine seconded adjournment at 3:00 PM. Motion passed.

Respectfully submitted,

Helen Chapman  
Board Secretary