

Lincoln Public Library Trustees Meeting  
March 22, 2016  
7:30 p.m.

Present: Jacquelin Apsler, Chair; Julie Brogan Martin Dermady; Jack French; Kathleen Nichols; Peter Sugar; Barbara Myles, Director

1. **Approve Minutes of January 26 Meeting**

A motion was made to approve the minutes of the January 26 meeting.

**Vote:** 5=Yes, 0=No

2. **Approve Minutes of February 25 Meeting**

A motion was made to approve the minutes of the February 25 meeting as amended.

**Vote:** 5=Yes, 0=No

3. **Discussion Items**

a. **Library Card Registration Promotion/Marketing – Update**

Julie reported that the Friends of the Library are working on an incentive program to give newly born Lincoln babies a board book. When new Lincoln residents register for their borrower cards, they will receive a small gift. Barbara said that staff have registered 230 new borrowers from July through February.

b. **Reference Room Space Planning Ideas**

Martin and Peter met and came up with some ideas for redesigning the Reference Room. Peter showed us his scale drawings of their ideas. Instead of having a glass wall that extends from the south side of the bay window to the wall across the room where the fire exit is located, there will be a pop out glass walled in area with doors that will span the opening at the Trapelo Road side of the Reference Room and extend approximately 2.5 feet into the middle area of the room. The consensus was to proceed with this plan.

c. **Art Gallery Exhibit Policy – Review Draft**

When Julie was organizing the Friends of the Library's Art Gala last spring, she first thought to invite everyone who had exhibited in the gallery. She found, however, that the library does not have a list of all the people who have exhibited their artwork in the gallery. To compile a list of Lincoln artists, the Friends looked through Lincoln's census and found 150 people who identified themselves as artists. Kathleen presented a new draft of the art gallery exhibit policy. She based her draft on policies from surrounding libraries. Kathleen reported that large towns restrict exhibitors to their own communities. It was agreed that Lincoln artists should be given priority. The plan is to begin using the new policy on January 1, 2017. A letter will be sent to the artists on the waiting list informing them of the new policy and that they are no longer on the waiting list.

#### 4. **Reports & Updates**

a. **Librarian's Report – Barbara Myles**

Jacquelin gave kudos to Barbara for the section she wrote about the library for the Financial Warrant.

b. **Friends of the Lincoln Library – Julie Brogan**

Construction is underway in Bemis Hall's basement. The walls are up. The Friends are hopeful that their book sales will resume in May. The Friends' Staff and Volunteer Appreciation Luncheon will be held on May 10. The Trustees will be invited.

#### **Adjournment**

The meeting adjourned at approximately 8:50 p.m. The Trustees celebrated Julie Brogan's service as a Trustee. (Julie did not run for re-election.)

Respectfully submitted,

Barbara Myles  
Library Director