

**Thomas Memorial Library Board of Trustees**  
**Minutes of Meeting: Thursday, March 17, 2016 at 6:30 pm**

**In Attendance:**

RuthAnne Haley, *Chair*  
Ken Piper, *Secretary*  
Martha Palmer, *Gallery Manager*  
Julia Bassett Schwerin, Gil Brennan, Becky Fernald, Debbie Peck, *Trustees*  
Kyle Neugebauer, *Library Director*  
Patricia Grennon, *Town Councilor*

**Absent:**

All present

**Agenda:**

- **Call to order:** 6:33 PM
- **Approval of Meeting Minutes: February 2016**
  - A motion was made to accept the minutes of the February 18, 2016 meeting. The motion was unanimously **approved**.
- **Library Director's Report – February 2016**
  - Kyle presented a new format for the Director's report for both the activity synopsis as well as circulation/attendance statistics. These changes were well received by the BoT.
  - Kyle and the staff continue to fine tune the finishing touches on the new building, and are compiling a list of challenges now that they are more familiar with the facility.
  - After a month of very successful events Kyle is looking forward to developing the TMLs future opportunities for programming.
  - Budget for FY2017 has been submitted to Council and will be reviewed at their March 21 meeting.
  - There is growing concern on staff morale and Kyle discussed a high level action plan to address.
  - Kyle brought proposed modifications to various policies: Community Information Area Policy, Gallery Policy, Meeting Room Policy.
- **Discussion on 3D Printing**
  - Kyle gave a primer to 3D printing to the BoT. He discussed articles from WebJunction, Anythink.org and the Johnson County Library in Kansas.
  - Would need to train staff and build programs around device to use properly.
  - The BoT had a brief discussion on Makers Space
- **Gallery Update**

- Martha reports that the year is booked.
- A discussion was had on forming a sub-committee along with the Library Director, two trustees and two volunteers from the community to review future applicants.
- **Summer Events**
  - TML BOT will work with TML staff for a Family Fun Day event. Date is June 18.
- **Reports from Sub-Committees**
  - Policy Sub-Committee (Ruthanne/Kyle/Ken)
    - RuthAnn, Kyle and Ken met and discussed earlier in meeting.
  - TMLF
    - Julia and Martha are meeting next week.
  - TMLF Committee on Grants for TML (Gil)
    - Gil is meeting tomorrow with George
  - Programming Sub-Committee (Debbie/Gil)
    - No update
  - Shared Services Sub-Committee (Becky/Martha)
    - No update
- **Confirmation of next meeting:** Thursday, April 21, 2016 @ 6:30 P.M.
- **Adjournment:** 8:53 PM

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### **Citizen Participation at Meetings & Workshops**

**TMLBoT Meetings and workshops:** The purpose of the monthly meeting and the occasional workshop is primarily for the Board of Trustees to conduct the business of the Board in accordance with its Charter and by-laws. Prior to Board discussion on any item, members of the public may speak on each agenda item for not more than three minutes each and up to a total of 15 minutes. If there are more speakers than the time available, the Chair may allocate the speaking time in order to balance the debate. The public participation portion shall conclude when the Board of Trustees begins its discussions.