MINUTES OF THE BOARD OF LIBRARY COMMISSIONERS

Date : May 14, 2015

Time : 10:00 A.M.

Place : John Curtis Free Library

 Hanover, Massachusetts

Present : Gregory J. Shesko, Chairman; Mary Ann Cluggish, Vice Chairman; Carol B. Caro, Secretary; George T. Comeau; Mary Kronholm; Francis R. Murphy; Roland A. Ochsenbein; N. Janeen Resnick; Alice M. Welch

Absent : None

**Staff Present:**

Dianne Carty, Director; Liz Babbitt, State Aid Specialist; Celeste Bruno, Communications Director; Barbara Glazerman, Head of Operations and Budget; William Morton, Assistant to the Director; Matthew Perry, Outreach Coordinator; Cynthia Roach, Head of Library Advisory and Development; Lauren Stara, Library Building Specialist; Rosemary Waltos, Library Building Specialist

**Observers Present:**

Gregory Pronevitz, Executive Director, Massachusetts Library System; Jackie Rafferty, Director, Paul Pratt Memorial Library, Cohasset; Sarah Sogigian, Training and Advisory Services Director, Massachusetts Library System; Lorraine Welsh, Director, John Curtis Free Library, Hanover

**Call to Order**

Chairman Shesko called the meeting to order at 10:00 A.M.

He recognized John Curtis Free Library Director Lorraine Welsh who welcomed the Board to Hanover and the Library. Ms. Welch provided a brief history of the library beginning in 1887 when Mr. John Curtis offered a donation of 1800 books to begin a library. Initially a room in the Town Hall was set aside and a library committee was formed. In 1900, Mr. Curtis left a bequest of $15,000 for the construction of a new library building, which would only be available after the death of his daughter, Alice Marian Curtis. However, Miss Curtis was a generous woman and in 1906 gave the money to the library.

The library was built, and the dedication ceremony took place on December 12, 1907. The library continued to expand its collection and in the 1960s the rapidly growing town population resulted in an addition being approved. The official opening of the addition was on November 10, 1968.

The Town appropriated funding in 1996 and in 1999 the Board of Library Commissioners awarded a grant in the amount of $1,539,125 under the Massachusetts Public Library Construction Program for a renovated/addition project. In the fall of 2000, the library moved to the Salmond School, and construction on the Hanover Center site began. Two years later on October 15, 2002, the library reopened.

Ms. Welch thanked the Commissioners for that grant and invited them to tour the facility following their meeting.

**Approval of Minutes – April 2, 2015**

The following corrections were noted:

Change header date on all pages from “03/05/15” to “04/02/15”.

Under COMMISSIONER ACTIVITIES on page 10, add the following:

“Commissioner Ochsenbein attended the Legislative Breakfast at Auburn Public Library on March 27, 2015.”

On page 10, line 30, add Commissioner Murphy to the Commissioners attending MLA/MSLA Legislative Day.

On page 10, line 33, add Chairman Shesko to the Commissioners attending the Ways and Means Hearing.

Commissioner Comeau moved and Commissioner Caro seconded that the Massachusetts Board of Library Commissioners approve the minutes for the monthly business meeting of April 2, 2015, as corrected.

**The Board voted approval.**

**CHAIRMAN’S REPORT**

Chairman Shesko stated that he attended the Executive Committee meeting at the Board’s offices in Boston on April 27, 2015.

He reported that he attended the State Aid Review Committee meeting in Millbury on April 28,2015.

He also attended the Massachusetts Library Association 2015 Annual Conference held May 4-6, 2015 at the DCU Center in Worcester, where he attended “The Legislative Agenda is YOUR Agenda” a session moderated by MBLC Communications Director Celeste Bruno. He also attended sessions in which former State Senator Edward Augustus, Representative Kate Hogan, and former Commissioner John Arnold participated. He stated that he found them informative and valuable.

Chairman Shesko relayed that he had spoken to Representative Denise C. Garlick and that he planned to speak to Senators Richard J. Ross and Michael F. Rush, who are both members of the Senate Committee on Ways and Means, in support of the Board’s account lines.

**DIRECTOR’S REPORT**

Director Carty welcomed a new staff member, Matthew Perry, Outreach Coordinator, who commenced his duties on April 13, 2015. She noted that he will assist Communications Director Celeste Bruno.

Director Carty relayed that she, along with MBLC staff Mary Rose Quinn and Cynthia Roach attended National Library Legislative Day in Washington, D.C. on May 4& 5, 2015. Also, in attendance were eight other library representatives from Massachusetts. They visited the offices of Senators Warren and Markey on Monday afternoon as a full group after a briefing of ALA issues in the morning. On Tuesday, the group split up and visited the offices of nine representatives. Director Carty stated that she visited the offices of Representatives Lynch, Neal, Clark, and Tsongas where she shared stories and information with the aides. She noted that it was her impression that the senators and representatives would like to hear more of what is happening in their districts during the year so she will work to make that happen.

On May 6, 2015 Director Carty remained in D.C. to attend the day-long Spring Meeting of COSLA (Chief Officers of State Library Agencies). She stated that it was a very full day with updates and information and a panel discussion of eRate, which most Massachusetts libraries do not apply for due to the CIPA (filtering) requirements. Massachusetts is not alone in this regard. Director Carty stated that she is requesting that a conference call be set up with the Universal Service Administrative Company (USAC) for those states that want to hear more about the “flexibility” with regards to filtering and eRate.

Director Carty reported that the Public Library Association is in the midst of developing outcome based surveys for public libraries to use. The intent is that these surveys will be free for libraries to use and will be based on the key areas of early childhood literacy, civic/community engagement, summer reading, education/lifelong learning, digital inclusion, job skills/workforce development, and economic development. The MBLC will watch this closely and make the surveys accessible to Massachusetts libraries as soon as feasible.

Director Carty noted that the Massachusetts Library Association Annual Conference was held in Worcester from May 4 to 6, 2015 while she was in D.C. MBLC staff were involved in several programs. From all reports the programs went well. The Construction session was well attended, and the Legislative Agenda and LGBTQQ sessions provided important and relevant information for attendees. Erin Williams Hart was unable to be at her presentation because, on Thursday, May 7, 2015 her daughter, Lilyenne Austen Williams Hart, was born. She extended best wishes to the happy parents.

Director Carty reported that there was an all-day session of the Commonwealth eBook Collections steering committee on April 21, 2015. The afternoon was opened to those interested in local content and representatives from *Library Journal* and Bioblioboards were there to inform the attendees about their efforts. Of interest is the SELF-e program of *Library Journal* and Biblioboards. This collaboration between *Library Journal* and BiblioBoard enables authors and libraries to work together to expose notable self-published eBooks to voracious readers looking to discover something new. If selected via *Library Journal*’s SELF-e curation process, the author’s eBooks will become part of a unique discovery platform for participating public libraries across the United States that enables patrons to read eBooks on any device, at any time. This free service is available to all self-published authors, no matter which self-publishing service(s) they use.

On May 8, 2015, the PR Committee saw two presentations from respondents to the RFR for the PR vendor. Communications Director Celeste Bruno will now move forward with the committee’s recommendation.

Director Carty stated that the internal website editorial committee is currently in the process of reviewing responses for the re-design of the agency’s website. It will be sometime next month before that process is complete.

Director Carty provided the following Construction Program Update:

**Everett’s Shute Memorial Library.** The Shute Memorial (branch) Library held its dedication and grand opening on May 7, 2015. Commissioner Caro represented the Board at the celebration. The City of Everett received a $2,236,491 construction grant award to expand and renovate its branch library from 7,210 to 8,590 square feet. It qualifies for a Green Library Incentive if it achieves LEED certification.

**Woburn Public Library*.*** The Woburn Public Library project is under review by an independent reviewer. The reviewer is a registered architect with experience in planning, design, and construction of library projects that involve historic buildings, leadership in and knowledge of historic preservation, and experience in evaluating MPLCP construction grant proposals. The results of this review will be available next week, and a meeting will be planned with the Woburn Public Library’s design team with Mayor Galvin in attendance.

**Sherborn Public Library.** The Sherborn Public Library project is number one on the current 2010-11 construction program waiting list. In April, Sherborn’s Town Meeting approved going to voters for a debt exclusion to borrow funds for the Sherborn Public Library’s $7.5 million building project. MBLC staff anticipates recommending that the Board approve the Library’s $3,633,603 provisional grant award in July 2015.

The Sherborn Public Library is well on its way to reaching its $3.5M capital campaign goal and it is cautiously optimistic that voters will approve the project’s debt exclusion.

**Leicester Public Library.** The Leicester Public Library project is the last library on the construction waiting list waiting for funding, and staff anticipates recommending to the Board that Leicester also receive its provisional grant award in July. In addition to the private funds that the Leicester Public Library has already raised through its capital campaign, it stands to receive a $2 million donation if /when the project is approved by voters and receives its provisional grant award.

**Green Library Incentive.** Two libraries received LEED certification from the U.S. Green Building Council in April and are receiving Green Library Incentive awards.

* Holyoke Public Library. Achieved LEED silver certification and received a MPLCP Green Library Incentive of $218,380.
* Granby Public Library. Achieved certification at the LEED certified level and received a $100,000 MPLCP Green Library Incentive.

**Information and Education**

* Two preliminary construction information sessions were held in April. The sessions targeted those libraries that may be developing building projects for application in the next construction grant round but may not have started the planning and design process as prescribed in MPLCP regulations. Information sessions will be offered again next year prior to the Board making the official Construction Grant Program Notice. The preliminary information session is available as a webinar.
* Lauren Stara and Walpole Public Library Director Sal Genovese presented a well-crafted presentation on flexibility and sustainability in library space design at this year’s Massachusetts Library Association conference. This presentation will be made into a webinar.
* Design Institute Follow Up. LJ’s Design Institute, held at the BPL last December, is highlighted in the spring 2015 Library by Design supplement of *Library Journal*. The MBLC was a partner with LJ in holding this Institute.

**LEGISLATIVE REPORT**

Head of State Programs and Government Liaison Mary Rose Quinn reported that tax collections in April 2015 passed the $3 billion mark, jumping 11.8 percent over April 2014 receipts. Tax collections exceeded the monthly benchmark by $29 million and are running $163 million ahead of benchmarks with two months remaining in fiscal 2015. Department of Revenue officials attributed the better than expected collections to greater than anticipated income estimated payments and lower than expected refunds. Fiscal 2016 tax collections with two months left in the fiscal year are running 6.2 percent ahead of the same ten-month period in fiscal 2015.

* Revenues were $29 million above benchmark for April and $163 million above benchmark year to date.
* Income collections up $294 million over last April and $43 million above benchmark.
* Corporate & business taxes down $11 million compared to last April and $4 million above benchmark.
* Sales and use tax collections were $2 million above benchmark for the month.

Ms. Quinn relayed that eight librarians from Massachusetts representing all types of libraries attended ALA Legislative Day on May 4 & 5, 2015 to visit the offices of Massachusetts Senators and Representatives. The visits were arranged to give these elected officials information about Library Service and Technology Act (LSTA) funding and about programs and projects that are federally funded across the state and in their individual Districts. The group also discussed the e-rate, Net Neutrality, and Section 215 of the Patriot Act, which allows the bulk collection of personal information, among other current legislative initiatives that impact libraries.

Ms. Quinn reported that Massachusetts representatives filed nearly 1,100 amendments to the House Ways and Means Committee's budget. Rather than take up budget amendments separately, the House Ways and Means Committee bundled proposals into consolidated amendments. In Consolidated Amendment “D”, the House approved for library budget lines only the Center for the Book amendment and added an earmark to Technology and Resource Sharing without restoring the additional $600,000 in cuts to that line (7000-9506).

She informed the Commissioners that the Senate Ways and Means Committee released its version of the FY2016 budget on May 12, 2015 with a deadline of May 14, 2015 by 5:00 pm to file amendments. The Senate Ways and Means recommendation level funded to the original FY2015 appropriation or to the 9C cut level most of the MBLC budget lines. The Senate version returned $600,000 to Technology and Resource Sharing, 7000-9506, which had been cut in the House version of the budget. Like the House Ways and Means, the Senate Ways and Means, zeroed out the line item for the Center for the Book.

Ms. Quinn stated that Senators Rush, Lewis, and Barrett are expected to file amendments for Regional Libraries, the Center for the Book, and Perkins, respectively. Given the continuing discussion of the budget deficits that the state is anticipating for fiscal 2016, the hope is to maintain library budget lines at level funding or funded at the 9C cut levels from Fiscal 2015.

Ms. Quinn distributed “Green Sheets” (budget) to the Commissioners with budget figures from FY2001-2015 and additional sheets that included the final House budget for FY2016 and the Senate Ways and Means recommendation with their respective impacts on MBLC budget lines. The chart also includes information about the process and timeline going forward. Additional information will be provided as the Senate takes up the amendments as part of the budget debate, and updates will be sent when the Senate votes the final version of its budget proposal. It appears that all of the MBLC budget lines will need to be reconciled in Conference Committee between the House and the Senate with the exception of the Worcester Talking Book Library which was level funded in both the House and Senate versions.

**MARKETING PLAN UPDATE**

Communications Director Celeste Bruno began her report by also welcoming Matthew Perry as the new MBLC Outreach Coordinator.  She noted that Mr. Perry will work directly with her on many statewide initiatives.

Ms. Bruno then reported that the communications team worked on the following during the month of April:

* They began working with Paul Kissman and his team to come up with options for promoting the new virtual catalog—the Commonwealth Catalog.
* They developed a logo for the 125th anniversary of the MBLC.
* They’re in the process of finalizing the summer reading BRUINS posters, certificates, and reading list.
* They created 10 versions of LSTA brochures for federal officials. The brochures were customized by district, highlighting outstanding LSTA projects in each district. They also included libraries participating in the statewide eBook project and summer reading.
* They coordinated the MLA program: “The Legislative Agenda is YOUR Agenda.”
* They received 2 MLA Public Relations awards for the Digital Lockout Legislative Agenda and for the construction video.
* In the final step of the RFQ process to select the marketing agency, they pulled together the Statewide Public Relations Advisory Committee to view presentations from two agencies.  The group selected Buyer Advertising to work with the MBLC.

**PRESENTATION OF THE DRAFT OF THE REVISED REGULATIONS FOR THE MASSACHUSETTS PUBLIC LIBRARY CONSTRUCTION PROGRAM (605 CMR 6.00 LIBRARY IMPROVEMENT PROGRAM - PUBLIC LIBRARY CONSTRUCTION) AND CONSIDERATION OF APPROVAL TO START THE REGULATORY HEARING PROCESS**

Lauren Stara, Library Building Specialist, reported that, at the start of planning for a new construction grant round, the administration and construction program staff typically review regulations governing the program, 605 CMR 6.00. They formulate suggestions for changes that are then brought to the Construction Team for discussion. Additional changes are made based on the Team discussion. Once finalized, the Construction Team presents recommendations for proposed changes to the Board for its review and to initiate the state regulatory hearing process.

In anticipation for the next construction grant round the Construction Team began the review process last fall. It has resulted in proposed recommendations that are primarily for improvements for clarity and readability of 605 CMR 6.00.

Ms. Stara provided the following summary of the significant proposed changes:

Definitions 6.02. Revised or expanded terms and definitions for clarity.

Types of Projects 6.05. In the current regulations 6.05 defines project types by eligibility requirements, which are then repeated later in the regulations. The proposed draft identifies and concisely describes each project and renumbers 6.05 as 6.04 and renames it as “Project Types”.

The three project types identified and described in a new 6.04 are:

* Construction
	+ New construction
	+ Addition/renovation
	+ Renovation
	+ Joint public library
* Planning and Design
* Catastrophic Loss of a Library Building

Types of Projects 6.05. The proposed regulation renames 6.05 as “Conditions of Eligibility”

Selection Procedures and Standards 6.07

(4) Revised text to indicate that the review will be based on compliance with grant requirements

(5) Removed guidelines from regulations. The Construction Team proposes that these be addressed in the program notice for the grant round.

Commissioner Cluggish moved and Commissioner Comeau seconded that the Massachusetts Board of Library Commissioners authorize the staff to proceed with the regulatory hearing process on the proposed changes to the regulations for the Massachusetts Public Library Construction Program with public hearings held in June 2015 and a final, official public hearing held in conjunction with the July 9, 2015 meeting of the Board of Library Commissioners.

**The Board voted approval.**

Commissioner Cluggish thanked Ms. Stara for her excellent work in revising the regulations.

**CONSIDERATION OF A REVISED FY2016 LIBRARY SERVICES AND TECHNOLOGY ACT PROGRAM AND PROGRAM BUDGET**

Cynthia Roach, Head of Library Advisory and Development, presented proposed revisions for the FY2016 Library Services and Technology Act (LSTA) direct grant program and budget. She noted that the adjustments to the budget are based on the receipt of thirty-two (32) grant applications by the deadline date of April 10, 2015.

Ms. Roach stated that this winter definitely had a role in the drop from sixty-eight (68) letters of intent to thirty-two (32) applications because draft applications were due to consultants by the end of February. Although staff extended the deadline, some still decided to forego the grant process this year.

The total revised LSTA budget for the FY2016 grant round, including year 1 and year 2 payments, is $398,424. In November 2015, the Board approved an $876,100 ceiling budget for the grant round. This revised program and budget reduces the grant ceiling budget by $477,676. In FY2016, there will be second year payments from the 2014 grant round of $256,097. This makes the total amount requested for the FY2016 Grant Round $654,521. This amount provides SACL the opportunity to potentially fund all grant applications.

Ms. Roach relayed that IMLS has informed the Agency that Massachusetts’ allocation for Federal Fiscal Year 2015 funds is $3,178,539, an increase of $63,783 over the 2014 allotment.

The State Advisory Council on Libraries (SACL) approved this revised Program and Budget for the FY2016 grant round. SACL will be meeting on Tuesday May 19, 2015 to review the grant applications.

Commissioner Murphy moved and Commissioner Cluggish seconded that the Massachusetts Board of Library Commissioners approve the FY2016 Library Services and Technology Act Revised Grant Round Program and Budget in the amount of $654,521.

**The Board voted approval.**

**PRESENTATION OF A NEW POCKET GUIDE VERSION OF THE TRUSTEE HANDBOOK**

Cynthia Roach distributed a final draft of the Trusty Trustee Pocket Guide to the Commissioners.

Ms. Roach reported that, in the fall of 2013, the Board appointed a Trustee Handbook Committee to revise the Trustee Handbook. She stated that the revision is taking much longer than expected because the manual revision is an enormous task and many questions arose as the Committee worked on various sections. She noted that the Trustee Handbook revised in 2000 focuses on trustees who are municipally elected in many cases. The Committee wondered how the manual should address association and appointed boards of trustees.

At the beginning of the process, the Committee decided that it did want to do a pocket guide. The original idea was that the committee would update the manual first and then do the pocket guide. Last fall, the committee decided to work on the pocket guide first and then continue on with the manual. The committee wanted to see something completed.

Ms. Roach stressed that the guide contains the essentials for trustees. The committee hopes it is something that trustees can take with them to meetings. The committee will now continue its work on the Trustee Handbook and hopes to have the major revisions done by the end of December.

**REPORT FROM THE STATE AID REVIEW COMMITTEE**

Mary Rose Quinn reported that the State Aid Review Committee met for the first time in December of 2014. The Committee is made up of librarians and trustees from the public library community and represents small, mid-size, and large libraries and library systems across the Commonwealth. The Committee also includes members from the state’s regional and network partners and 3 Commissioners.

At the initial meeting, committee members were asked to share their “joys and concerns” about the current State Aid program. The members also discussed the “charge to the committee” as approved by the Commissioners and considered the process and timeline for the work of the review. The Committee began a preliminary discussion of the White Paper produced by the Collins Center, starting with an examination of the themes.

Work began in earnest in March with meeting facilitator, Nancy Rea. After the January meeting was canceled as a result of snow, the committee met via conference call in February to finish a discussion of White Paper themes. The Committee is meeting monthly through June to develop recommendations for the State Aid Program that will become part of the report which will be written over the summer and submitted to the Board in August or September.

The Committee has researched, reviewed and discussed:

* The state aid practices in several other states
* The components of a successful State Aid Program
* The creation of an “ideal” program
	+ Components
	+ Requirements
	+ Implementation
* Current laws, regulations, policies, and waivers

All of the work of the Committee has been shared with the committee members and with the Commissioners on a LibGuide created by MBLC State Aid Specialist Liz Babbitt which will be made public once the work of the Committee is completed. The LibGuide contains the “charge” to the committee, the details of the current program, state aid programs in other states, meeting notes for the monthly meetings, and “homework” assignments for past/future meetings.

Once the Board has had time to review and react to the findings, the report will be presented to the library community in a series of meetings at the end of September and early October.

**REPORT FROM THE MASSACHUSETTS LIBRARY SYSTEM**

MLS Executive Director Gregory Pronevitz stated that he is pleased to introduce Sarah Sogigian, who took on new responsibilities as Training and Advisory Services Director at MLS beginning May 1, 2015. He noted that in this new role, Ms. Sogigian will join MLS’s leadership team with responsibility for MLS’s statewide training, advisory, and related services to members.

Mr. Pronevitz also noted that Ms. Sogigian has been with MLS since MLS’s founding and is a pioneer in multiregional service and had previous experience since 2007 with the Metrowest Massachusetts Regional Library System.

Mr. Pronevitz reported on the following items:

**Member Forums**

The next member forum will be held July 16, 2015 at Worcester Art Museum:

Agenda: Updates, Serving Diverse Patrons, and Special Libraries.

**Whately Facility**

Discussions are continuing with the Town of Whately. Town Meeting approved a purchase in April. MLS hopes that a debt exclusion vote in June will confirm the funding.

**Open Positions**

MLS has extended its search for a Business and Human Resources Director.

**Committees**

Call for committees to be issued soon. MLS is actively seeking volunteers for two new committees: Academic Library Services and Cooperative Purchasing Advisory Committees as well as replacements for outgoing members on the Youth Services Advisory Committee. MLS also has vacancies for the Budget and Nominating Committees.

**Commonwealth eBook Collections**

A statistical dashboard has been added to the site.

MLS is planning end-user surveys and will have a schedule at the May meeting.

The next Steering Committee meeting is April 21, 2015 and will include a focus on local content. Representative Hogan suggested a demo for legislators.

Mr. Pronevitz recognized Ms. Sogigian who reported on the following items:

**CE Highlights**

* 29 classes were held; 11 were online.
* New classes: Advisors Anna Popp and April Mazza led “Goal Setting for School Librarians.”
* Basic Library Techniques classes are all full.
* A call for volunteers has gone out to the membership for MLS advisory committees.
* MLS co-hosted the Collaborative Summer Library Program (CSLP) Annual Meeting with Rhode Island in Newport, RI. Sarah Sogigian and April Mazza attended.

**BiblioTemps**

* As of April, BiblioTemps is at a 3% net income for the year. BiblioTemps Manager Kelly Jo Woodside has placed 4 temps in April. Currently, there are 19 temps in place, and Ms. Woodside is recruiting for 4 new openings.
* Shelah Coullard and Kelly Woodside attended a job fair at Simmons College, with follow up interviews in the days after.
* A new business plan was presented to the MLS Executive Board.

**News and Notes**

* Advisors are being invited to present at local and national conferences, furthering the recognition of MLS.

**COMMISSIONER ACTIVITIES**

Commissioners Cluggish, Resnick, and Welch attended the “Friends Sharing with Friends” event at the South Hadley Public Library on April 11, 2015. Commissioner Cluggish spoke at the event.

Commissioner Murphy attended the MLS Executive Board meeting in Marlborough on April 13, 2015.

Commissioners Kronholm attended the Western Mass Library Advocates (WMLA) Spring Program at the Lee Library on April 14, 2015.

Commissioner Ochsenbein attended the Commonwealth eBook Steering Committee meeting at the Goodnow Library in Sudbury on April 21, 2015.

Commissioners Caro and Cluggish, along with Chairman Shesko, attended the Executive Committee meeting at the Board’s offices in Boston on April 27, 2015.

Commissioners Kronholm and Resnick, along with Chairman Shesko, attended the State Aid Review Committee meeting at Millbury Public Library on April 28,2015.

Commissioners Cluggish, Murphy, Ochsenbein, and Resnick, along with Chairman Shesko, attended the Massachusetts Library Association 2015 Annual Conference held May 4-6, 2015 at the DCU Center in Worcester. Commissioner Cluggish and Commissioner Resnick were panel members of “The Legislative Agenda is YOUR Agenda” session.

Commissioner Cluggish gave the “State of The Commonwealth” address at MLA Conference on May 6, 2015.

Commissioner Caro spoke at the opening of the Shute Branch Library in Everett on May 7, 2015 2015.

Commissioners Cluggish and Kronholm attended the Public Relations Advisory Committee meeting on May 8, 2015 at Westwood Public Library.

**PUBLIC COMMENT**

Commissioner Resnick announced that passes to the USS Constitution Museum will be part of WMLA’s summer reading incentives for participants. Other incentives are Big E passes, Yankee Candle certificates, and Friendly's coupons.

**OLD BUSINESS**

There was no old business.

**ADJOURNMENT**

There being no further business, Chairman Shesko adjourned the May 14, 2015 monthly business meeting of the Board of Library Commissioners at 12:00 P.M.

Carol B. Caro

Secretary