

Board of Trustees of the Taft Public Library

Minutes

Taft Public Library, Mendon, MA

Wednesday, Nov. 6, 2013

7:00 PM

Trustees present: Michelle Brower, Bob Carlson, Susan Darnell, Amy Fahey, Sharron Luttrell, and Leigh Martin (School Committee)

Also present: Library Director Andrew Jenrich

I Call to Order

The meeting was called to order at 7:05 PM by Susan Darnell.

II Approval

a. Sept. 24 Minutes

MOTION: On a motion of Amy Fahey to approve the Sept. 24 minutes, seconded by Bob Carlson.

VOTED: Unanimous.

III Director's Report

Plans to finalize hiring for the children's librarian position are forthcoming.

Teens will be sprucing up the library grounds this weekend, with a Boy Scout troop also interested in helping. Gutter work will be undertaken in the next few weeks.

Various weeding and sorting projects have been undertaken this month.

First graders from Clough Elementary visited the library recently.

On Thursday, Nov. 14th, at 7 PM, Sharron Luttrell will present a book talk and signing at the library featuring her new book *Weekends with Daisy*.

Andrew has been making site visits to selected libraries for information-gathering purposes related to the upcoming relocation and will continue to do so.

Evergreen has scheduled an upgrade for this weekend.

IV Budget Report

Most items are in line with expected costs. Some items have increased as compared to last year's costs due to projects and fees increasing (materials, C/W MARS fees).

Salary lines are in line with projections; staffing will be adjusted when the new children's librarian is hired.

Approved 1/8/14

V Update on Building Committee

Amy Fahey stated that three architectural firms indicated interest in the renovation; two qualified as contenders and are in the process of being interviewed.

VI Friends of the Library

The Friends circulated a flyer for membership through the Town Crier, which has been bringing in new members. They are promoting a coloring contest and activities at the Dec. 6 Tree Lighting, including offering raffle baskets.

VI Request from Historical Society

Jane Lowell of the Historical Society presented a dilemma: their records, historical documents, and other reference materials are not easily able to be accessed due to limited hours of availability. Therefore, the Historical Society inquired as to whether the library would be amenable to taking custody of the documents in the new library space if a climate-controlled room can be procured. CPA grants may be available. Susan Darnell responded that while the library is interested, more specifics would need to be worked out; moreover, maintaining secure documents may not be within the library's purview. Once hired, the project architect may be of assistance in advising trustees on this matter as well.

VII Discussion on Library Visits and Community Input

Andrew reported out on site visits to Bolton and Leominster libraries and his observations therein.

Trustees have been visiting local community groups, including at the Senior Center, the Friends, and middle and high schools, to find out what patrons want in a new library. Responses included having a comfortable meeting and reading space, more adult programming, universal accessibility, and more materials. Survey responses will be examined and categorized, and more visits are anticipated.

VIII Updates and Announcements

Susan thanked Amy and Andrew for their commitment to the library planning process and other library responsibilities, including attending frequent evening meetings recently.

Susan, in conjunction with Anne Mazar and Bill McHenry, is working on the Green Communities grant for submission in February.

IX Future Agenda Items

Next meeting will be held on Dec. 4, 2013, at 7:00 PM at the Taft Public Library.

X Adjournment

MOTION: On a motion of Amy Fahey to adjourn the meeting, seconded by Bob Carlson.

VOTED: Unanimous.

Meeting was adjourned at 9:25 PM.

Approved 1/8/14

Minutes by Leigh Martin