

Board of Trustees of the Taft Public Library Minutes
Taft Public Library, Mendon, MA
Wednesday, January 14, 2014
7:00 PM

Trustees present: Bob Carlson, Susan Darnell, Amy Fahey, Sharron Luttrell, Jane Blackwood 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 of Minutes

December, 2014 Minutes

MOTION: On a motion of Amy Fahey to approve the Dec. 9, 2014 minutes seconded by Leigh Martin.

VOTED: Unanimous

III Director's Report

Andrew reported that the Town has asked the Collins Center for Public Management to do an appraisal of the job descriptions and duties of town employees from all departments. Susan noted that the position of library director requires a masters degree and is a supervisory role with hiring and firing responsibilities.

Andrew reported that we have secured 400 bays of shelving for free from the Boston Public Library archives in Norwood. The acquisition has saved the library roughly \$100,000 and is sufficient to contain the adults and children's collections. We'll have to make sure the shelving will be secure and stabilized when it's cut down for the children's room.

Andrew presented the FY16 budget to the Finance Committee. The Fincom suggested level funding.

Andrew pointed out that library use has increased by 40 percent and the programming budget is severely underfunded. The trustees agreed that Andrew should not present a level funded budget, but instead request additional funds to bring the programming budget to its previous level of \$10,000.

Some 60-70 people attended the Holiday House Tour

Upcoming events include a jewelry workshop in February and a Friends-sponsored cookie decorating party.

Also coming up is a giant game night. There was some discussion of allowing patrons to check out the giant games.

IV Budget Review

Andrew presented the monthly budget, salary, and State Aid reports.

The cost of supplies is going up, which has put a strain on that line item.

Susan proposed transferring money from the state aid or Children's Gift Account to the programming account to help pay for supplies for programming.

MOTION: On a motion of Amy Fahey to authorize Andrew to spend up to \$3,000 from State Aid and the Children's Gift Account to be used for adult and children's program during this fiscal year, seconded by Jane Blackwood.

VOTED: unanimous

V Open Space Initiative (Deed change at 131 North Ave.)

MOTION: On a motion of Leigh Martin, to remove the Taft Public Library from the deed and relinquish trustees' control over said parcel of land amendable to town counsel's wording in Susan's email, seconded by Amy Fahey.

The description of the land is as follows: "A certain parcel of land located in Mendon, Worcester County, Massachusetts, on the southeasterly side of Hopedale Street and the northeasterly side of North Avenue, consisting of 29.7 acres, shown as "Assessors Map 3 Assessors Lot #131," on a plan entitled "Plan of Land in Mendon, MA, Prepared David Lowell" by Shea Engineering & Surveying Co., Inc., which plan is recorded with the Worcester District Registry of Deeds in Plan Book 755, Plan 75 and to which plan reference may be made for a more particular description of said parcel."

VOTED: unanimous

VI Building Committee report

The budget shortfall is down to \$76,000. The Board of Selectmen recommended setting the funding goal at \$100,000 to cover any additional needs that arise.

A brochure will be included in the next issue of the *Town Crier*. It describes the reasons for shortfall and lists donation levels and naming opportunities.

Building Committee minutes are posted after every meeting as well as a donation log. There have been a lot of donations so far.

Building Committee member Paul Fitzgerald may get some furniture donated.

The school district is giving the library PCs for minimal cost.

BVT will build circulation desks.

VII Friends of the Library update

There is a board meeting scheduled for January 26. New officers will be elected.

VIII Annual report

The board briefly discussed the library's annual report that Andrew will submit to the town.

IX Book storage

Susan wants to know why we're storing books that nobody wants. Andrew said there may be one-quarter to one-third that we will want to keep. He will consider whether it's worth the staff's time to go through the books to determine which ones to keep.

X Fundraising

Jane talked with Colleen about a garden tour. Colleen offered to help organize the tour and ask customers if they are willing to include their gardens in the tour.

Sharron spoke with art tile companies about fundraising for a tile wall for the children's room. Susan will talk with the architect about where the wall might go.

The Quilt Guild will continue its fundraiser of embroidering the names of people who donate \$50 on the quilt that it donated to the library.

XI Future Agenda Items

Next meeting will be held on Wednesday, February 11, 2015, at 7:00 PM at the Taft Public Library.

XII Adjournment

MOTION: On a motion of Sharron Luttrell to adjourn the meeting, seconded by Susan Darnell

VOTED: Unanimous.

Meeting was adjourned at 9:10 PM.

Minutes by Sharron Luttrell