

Board of Trustees of the Taft Public Library Minutes
Taft Public Library, Mendon, MA
Wednesday, November 10, 2015
7:00 PM

Trustees present: Bob Carlson, Amy Fahey, Sharron Luttrell,
Jane Blackwood, Leigh Martin (School Committee), Ellen Agro
Absent:

Also present: Library Director Andrew Jenrich

I Call to Order

The meeting was called to order at 7:03 PM by Amy Fahey

II. Directors Report

The salary compensation and classification study showed that salaries for employees in many town departments are disappointingly low compared to other towns. The BOS and FinCom agreed to support the study's findings and put in place a step schedule, which then must go to Town Meeting for approval. Under the new schedule, the library director's salary will increase from \$26.36/hr to \$28/hr. The children's librarian's salary will increase from \$18.64/hr to \$20/hr. The library Assistants/technicians' salaries will increase from \$10.71-\$13.23/hr to \$16/hr

The roof problem seems to be an issue with the belfry, rather than the roof. Anne Mazar will get a quote for the repair.

Amy and Andrew gave a budget presentation to the Finance Committee. FinCom voted to support the budget supplemental request at Town Meeting.

It appears that regionalization with Millville is no longer being pursued for the library.

Andrew presented the preliminary figures for the FY2017 budget, which shows a 26.55% increase over the current budget.

Andrew spoke with Mary about the electric bill for the new building. Mary told Andrew to send the bills to the contractor. Andrew will check to see whether the contractor owes the library reimbursement for bills we paid from the time they signed the contract.

III Budget Review

Andrew reviewed the budget. Eighty-three percent of the programming account has been spent to date. The hope is that when the capital campaign is over, the Friends will be able to help with program funding.

IV. Fundraising Update

Cow Chip bingo cleared \$5,900.

V. Director's revised contract

Andrew presented his amended contract to include the recommendations of the Collins Center compensation schedule.

MOTION: On a motion by Amy Fahey to approve Andrew's contract as amended, seconded by Jane.

VOTED: unanimous

VI. Food and drink policy

Mass. DEP wants to ensure we have policy addressing food and drink. Amy proposed adding the following language: to the staff conduct policy: "The use of coffee pots, hot water dispensers, tea kettles and any other appliance that requires potable water is not allowed."

MOTION: On a motion of Sharron to add the above language to the staff conduct policy, seconded by Ellen.

VOTED: unanimous

VII. Library usage

Amy proposed looking at ways to increase library usage. She proposed talking with libraries with similar populations who have high usage.

Andrew would like to do some outreach at the schools to talk about the library. Everyone agreed that the library opening presents a good opportunity to increase interest in the library, but that "window" will close quickly.

Suggestions include a readathon, college planning seminar, poetry slams, art exhibits, author talks, genre groups, asking schools to submit student artwork once a month for display, and holding events during the day or providing the senior van for older adults who may be reluctant to drive at night.

VIII Future Agenda Items

Next meeting will be held on December 10 at 7:00 PM at the Taft Public Library.

IX Adjournment

MOTION: On a motion of Bob to adjourn the meeting, seconded by Ellen.

VOTED: Unanimous.

Meeting was adjourned at 8:57 PM.

Minutes by Sharron Luttrell