

Board of Trustees of the Taft Public Library Minutes
Taft Public Library, Mendon, MA
September 8, 2016
7:00 PM

Trustees present:, Amy Fahey, Sharron Luttrell, Ellen Agro; Leigh Martin (School Committee), Kelley Aubut, Lauren Heather
Also present: Library Director Andrew Jenrich

I Call to Order

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

II Approval of Minutes

August 10, 2016 Minutes

MOTION: On a motion of Ellen Agro to approve the executive session minutes from August 10, 2016 minutes, seconded by Lauren Heather

VOTED: Unanimous

MOTION: On a motion of Leigh Martin to approve the open session minutes from August 10, 2016, seconded by Ellen Agro.

VOTED: Unanimous

III. Director's report

The countertops are in and Tom Mulvey will drill holes in the computer station countertops to feed the computer wires through.

Steve Hanley's stipend was supposed to come out of contracted services, but he's not a business, so new town accountant said his pay should come out of the salaries line item. In May Town Meeting, we can transfer money from contracted services to the salaries line to cover his salary.

Still having problems with the keys. Three are master keys and should fit every lock. They don't. The locksmith said he could cut the keys accurately if he had the numbers from the manufacturer. (bitings?) Will try to get the information from GTC. Andrew will contact Mary and the architect.

Water leak is from the HVAC system. Subcontractor will be by to fix it.

Summer reading registrations was 311, just six fewer than last year. Discussion about shortening summer reading because attendance drops off in mid-August. Sue Allan's friend is a YA author. Will choose one of the author's books for the teen book club, then have her in for an author event.

Book and bake sale will be Oct. 22.

Andrew would like to bring Phyllis (last name?) in to put the genealogy room back in order. He would like to pay her from state aid at a rate comparable to what staff members receive. He anticipates having her in four hours/week until the project is complete.

Andrew met with Blackstone Valley librarians a few weeks ago. Talked about sharing museum passes and having a floating collection for expensive items. For floating collection, would as a group decide what to invest money in and rotate who has what. It's a way to increase the collection and be able to spread the

cost of higher priced materials. Andrew will have more information about this at a later date.

IV. Back Lawn

Dan Byer of the Parks Department spoke with the trustees about the back field. It's full of rocks and not level. Discussed bringing in soil. Would have to keep access to the septic lids. Another possible option is to use a power rake, remove the rocks and seed the area.

Andrew will talk with Tara about what she envisions using the field for. Dan will talk with Alan Tetrault about it. The trustees will wait for Dan's recommendation before making a decision.

V. Budget report

Andrew went over the budget report. He is concerned about the salary budget and anticipates he will have to cut hours at some point. Trustees discussed requesting a more realistic budget. Kelley and Andrew will work together to come up with a budget that reflects more library hours and possibly 30 hours for Tara.

VI. Andrew's Bonus Payment

MOTION: On a motion of Ellen to pay Andrew's bonus out of state aid, seconded by Leigh Martin

VOTED: Unanimous

VII. Ben Tremblay's Eagle Scout Update

The patio and the patio furniture and the front walkway are all installed and look beautiful.

VIII. Grand Opening Event Update

Discussed plans for the grand opening event.

IX. 350th Anniversary Trivia Night

Ellen will talk to Dick Grady about questions for the trivia night.

X. New Policies / Procedures

Discussed the proposed meeting space use policy. Delete the section about Andrew having discretion to make exceptions to policy. Andrew will run this by the staff and come up with a list of other needed policies and procedures.

I Updates and announcements

Next meeting will be held October 12, 7 p.m. at the Taft Public Library.

IX Adjournment

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

VOTED: Unanimous.

Meeting was adjourned at 9:45 PM.

Minutes by Sharron Luttrell