

Board of Trustees of the Taft Public Library Minutes
Taft Public Library, Mendon, MA
April 12, 2017
7:00 PM

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

I. Call to Order

The meeting was called to order at 7:01 PM by Amy

II. Approval of Minutes

MOTION: on a motion to approve the March 8, 2017 meeting minutes by Leigh Martin, seconded by Ellen Agro

VOTED: Unanimous

III. Public Water Supply

Kevin Rudden, water commissioner told the trustees that the Water Commission needs a definitive declaration of whether the library is a public water supply from the DEP. Kevin requested that declaration. The DEP will come out and Kevin expects they will declare it a public water supply. If so, it will fall under the town's budget rather than the library's budget. Kevin notes that the issue of public water was addressed by the Library Building Committee and the understanding was that because the DEP did not declare it a public water supply, we were all set.

Also, Kevin informed the trustees that Mr. Braza of Braza Construction will paint parking lines in the parking lot—a job worth from \$800-\$1,000.

IV. Director's report

The roving archivist from the Mass. State Historical Records Advisory Board will come in possibly in May to do a digital assessment of the town's historical records collection. Phyllis Foley is working 4-6 hours to digitize archives.

The town of Lancaster took the excess shelving that was stored in the old fire department.

Steve will bring the sign from the old Taft library and bring it here. Plan is to put it upstairs near the CDs and DVDs.

There was talk about allowing babysitters to put up their contact information on a bulletin board upstairs.

There is talk about a June book sale. If it happens, it will be June 17. Will collect books in May.

The library is investing in Playaway audios, which hold up better than CDs.

Karen Mullen of Signs Plus installed the window stencil for Frances and William Hackenson and the leaf and did not charge us for the work. She has been particularly

generous with her time and effort, as well as the material costs of the signs she has donated.

V. Budget report

Andrew presented the budget report. We are at 62 percent spend-through.

VI. New policies and procedures

Andrew reviewed other libraries' meeting room policies. He will incorporate our suggestions into a proposed policy for the trustees to consider.

Andrew also passed out a proposed genealogy room policy. The trustees discussed having it posted in the genealogy room once it is finalized. Andrew will also email a revised copy to the trustees.

Other policies to be developed or revisited will govern volunteers, posting on the bulletin board,

Ellen raised question of whether volunteers over 18 have COR checks. Andrew will ask town counsel.

VII. Updates and announcements

Wayne Phipps will be a write-in candidate for the seat being vacated by Lauren.

Ellen Agro will also be a write-in for her own seat.

Next meeting will be held May 10 at 7 p.m. at the Taft Public Library.

VIII. Adjournment

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

VOTED: Unanimous.

Meeting was adjourned at 9 PM.