

**Board of Trustees of the Taft Public Library Minutes**  
**Taft Public Library, Mendon, MA**  
**May 10, 2017**  
**7:00 PM**

Trustees present:, Sharron Luttrell, Ellen Agro, Kelley Aubut, Leigh Martin (School Committee),

Also present: Library Director Andrew Jenrich

Absent: Amy Fahey, Lauren Heather

**I. Call to Order**

The meeting was called to order at 7:06 PM by Ellen

**II. Approval of Minutes**

MOTION: on a motion to approve the April 12, 2017 meeting minutes by Kelley, seconded by Leigh

VOTED: Unanimous

**III. Director's report**

The next staff meeting in June will be about the summer reading program. Will be doing incentive programs for young adults and adults.

The town plans to have a cleaning company in place by July. Steve Handley may put a bid in to clean. Andrew noted that Steve shovels and does other outside work that a cleaning company does not do.

Don Morin will be in next week to switch out the last four monitors and CPUs at both circulation desks and in Andrew's and Tara's offices.

Haven't heard back from Mr. Fence about constructing fencing on the outside of the building.

Zook Custom Kitchens should have the cabinets done by June.

The old Taft Library sign is on the wall upstairs.

Andrew filled out forms to transfer \$7,000 from contracted services to salaries/wages for Steve Handley's monthly stipend; and \$4,500 to transfer the fuel line to salaries/wages to cover additional hours for staff for processing, cataloging and project work.

Fourteen kids attended the teens and tweens paint night; 29 people went to the Friends BYOB plant night at the Mendon Greenhouse; 16 people went to the documentary, *Before the Flood*.

May need volunteers for the library book sale on June 17.

Kids Culture Club is going well, 18-20 kids participate each week; 29 girls have signed up for Girl Power program.

Apptime of Franklin created a mobile-ready version of our website and a 3D tour of the library, which cost a little over \$300. It is \$2,000 for the app, including the first year of the \$900 annual maintenance fee. The app should be ready in about a month. Submitted a grant application for the state's Roving Archivist program.

Dick Skinner suggested an invitation to the Cardboard Boat Race be sent to the seven daughter towns. The Brothers of the Brush agreed. However, Andrew and Dan

Byer are concerned that doing so will stretch the library and parks staff and overcrowd the beach.

The trustees discussed a compromise, having a Mother Mendon boat race, with one boat per town.

#### **V. Budget report**

Andrew presented the budget report. Received additional \$3,492 of state aid at the end of the month, which will bring us to \$43,000 in state aid. We may need that to cover overages from the building project if we're unable to pull the bond. If not needed, discussion about keeping it as a hedge against future cuts, given the current administration in the White House.

Andrew is going to check on a monitor for the wall and on paving the parking lot.

#### **VI. New policies and procedures**

Andrew went over changes to the meeting room use policy. He will incorporate our suggestion and send out the revised policy and will also email the proposed genealogy room policy and form.

#### **VII. Open Trustee Positions**

Ellen Agro, Kelley Aubut and Wayne Phipps are running for the three open positions. Ellen and Wayne's positions are three-year and Kelley's will be running for the final year in the three-year term she was appointed to finish.

#### **VIII. Library advocacy**

A few senators have signed onto the bill to support FY18 funding for library funding.

#### **Updates and announcements**

Next meeting will be held June 14 at 7 p.m. at the Taft Public Library.

#### **VIII. Adjournment**

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

VOTED: Unanimous.

Meeting was adjourned at 8: 50 PM.