

Board of Trustees of the Taft Public Library Minutes
Taft Public Library, Mendon, MA
Nov. 8, 2017
7:00 PM

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

I. Call to Order

The meeting was called to order at 7:02 PM by Ellen

II. Approval of Minutes

MOTION: on a motion to approve the October 11, 2017 meeting minutes as amended by Leigh, seconded by Kelley

VOTED: Unanimous with Sharron abstaining

III. Director's report

Andrew will follow up with building inspector to find out about whether alarm system meets code.

Question about who will clear the walkways of snow. Van drivers shovel the senior center walkways. DPW does the town hall and police station. Trustees ask Andrew to ask Kim to have this taken care of given that the library is a town building. We're concerned about liability to the town in the event someone gets hurt.

Andrew spoke with Kim about increasing Tara's hours to 32 – that's 13 additional hours. Tara is here Tuesdays, Wednesdays, Thursdays. He'll work out the schedule prior to going to FinCom and determine whether those extra hours will allow library to increase its operating hours.

Genealogy work for Phyllis will probably continue into January.

IV. Budget report

Averaging \$4,500-4,700 per month on books, which is in line with what we should be spending. The display case came in and is set up with a display of some items from the original collection.

V. Community thank you

Amy's thank you letter to the community appeared in the most recent issue of the Mendon-Upton Town Crier.

VI. Little free pantry

Kelley attended the Friends meeting. Colleen representing the Lions Club gave a slide show describing the little free pantry. It would have three levels stocked

with books, food, and eyeglasses. Colleen says she would be responsible for maintaining it. Kelley suggested it be placed behind the old library, St. Gabriel's or Mendon Greenhouse. Concern with having it here is that this is not an ideal space for it. The consensus was that library is not a good spot for it. Colleen said she would take the idea to the town.

VII. Rectory

Amy talked with the building inspector about maximum capacity per square foot. He answered that the designer would work that out given the design. About connecting to water main, Jay Byer at school district said we could theoretically connect to Clough, but it would be cost prohibitive. Amy will find out whether it's feasible to tap into the existing well or whether a new one needs to be dug. We'll move forward with David Eisen, the architect.

MOTION: On a motion by Amy, seconded by Wayne to approve up to \$3,500 from state aid for David Eisen's architectural consulting services related to the rectory renovation.

VOTED: Unanimous

Amy will draft a memo of our ideas for the space to give to David Eisen. We will finalize the memo at the next meeting.

VIII. Farmer's market

Ellen looked at guidelines for creating a farmer's market. It will be a lot of work to create a farmer's market and she doesn't have the time to do it. She will bring it up at the all-board meeting on Nov. 20 in the event someone else wants to take it on.

IX. Unanticipated new business

Need 6-7 people to move the boxes of books out of the old firehouse. None of it is worth holding onto. Have to black out bar codes and stamp the books them as taken out of circulation. There are 7-8 boxes of books that Andrew may want to return to the collection, and another four boxes of kids crafts that he wants to keep.

X. Executive session

MOTION: On a motion to go into executive session via roll call vote to discuss Andrew's annual performance review and not reconvene in open session.

VOTED:

Kelley Aubut, yes

Amy Fahey, yes

Wayne Phipps, yes

Ellen Agro, yes

Sharron Luttrell, yes

Next meeting will be held December 13, at 7 p.m. at the Taft Public Library.

VIII Adjournment

Approved 12.13.17

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

VOTED: Unanimous.

Meeting was adjourned at 9:25 p.m.