

**Board of Trustees of the Taft Public Library Minutes**  
**Taft Public Library, Mendon, MA**  
**December 13, 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: Wayne Phipps

**I. Call to Order**

The meeting was called to order at 7:05 PM by Ellen

**II. Approval of Minutes**

MOTION: on a motion to approve the November 8, 2017 meeting minutes by Amy, seconded by Kelley

VOTED: Unanimous

**III. Director's report**

Staff evaluations have been completed; Electrician coming in to look at the lighting in the children's area. Lights in the adult room are pulling way from the ceiling. Andrew called Metropolitan to tell him there's an issue. He will come here to check it out. Katie Taft is doing the shoveling. Andrew is paying her \$16.56 per job, which is what a library assistant would be paid hourly. Ellen wondered whether longtime employees would object to her being paid the same as others. Discussion about paying a flat rate per job: \$15.

Nearly 100 library hours surveys have been completed.

**IV. Budget report**

Andrew presented the budget report.

**V. Board and Committee Appointments Policy**

New policy. If there's a board opening, we notify the town, which posts the opening. Applicant sends letter of intent to the town clerk, then go before the Board of Selectmen.

**VI. Rectory walkthrough/feasibility study**

Goal is to add programming and storage space. First floor only for programming. Kitchenette, space for Friends, likely the second floor. Discussion about turning basement into a walk-out and possibly holding book sales down there. Half of basement should be kept for storage. We would have to provide handicap parking. Amy will send this list to Dave, the architect.

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

**VII. Adjournment**

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

VOTED: Unanimous.

Meeting was adjourned at 8:20 p.m.