

Board of Trustees of the Taft Public Library Minutes
Taft Public Library, Mendon, MA
March 14, 2018
7:00 PM

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

I. Call to Order

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

II. Approval of Minutes

MOTION: on a motion to approve the February 13, 2018 meeting minutes by Wayne,
seconded by Amy

VOTED: Unanimous

III. Director's report

We will discuss emergency procedures in the event of a violent attack at our next meeting. Andrew would like to bring in a workshop for employees on dealing with emergencies/violent situations. Ellen would like at least one trustee to be present.

Kim put an item on the Town Meeting warrant to pay for a water heater for the rectory.

Snow plows did a better job with the lot after most recent storm.

The extra \$14,000 we asked for Tara's additional hours was taken out of the budget. There was \$600,000 in additional town departmental requests this year and only \$160,000 extra to spend.

We bought a projector and a stand and a screen because what we had was inadequate.

Rachel (roving archivist) stopped by Monday to talk about the original collection. There isn't enough space to display the books properly. We will display a representative collection, store the rest, and swap out items. We'll need a temperature and humidity gauge in the storage area to make sure it doesn't get too humid. We will have to keep everything off the floors and away from the walls. We'll put them on pallets. There was discussion about buying glass cases to display the books downstairs.

Survey respondents want the library to be open on Mondays and additional hours on Saturday. They also want standard hours. Discussed asking for six additional hours for Saturday. We will aim to start opening Mondays in the new fiscal year.

Discussion about doing an ROI study on the library.

Discussion about waiving fines. Some libraries find that people are more likely to return books if don't have to pay a fine. We collect about \$500 in fines and charges for lost books each year.

We will invite Kim to attend our next meeting to talk about budget issues, rectory building options, etc.

IV. Budget report

Andrew presented the budget report.

V. Children's area lighting

Haven't heard back from the architect on lighting issue. Still waiting to hear back about the motor in the bathroom upstairs.

VI. Rectory feasibility study

Tabled until next meeting

VII. New Business

VII. Adjournment

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

VOTED: Unanimous.

Meeting was adjourned at 9:30 p.m.

The next meeting will be held Wednesday, April 4 at 6 p.m.