

**Board of Trustees of the Taft Public Library Minutes
Taft Public Library, Mendon, MA
June 12, 2018 6:00 PM**

Trustees present: Ellen Agro, Amy Fahey, Sharron Luttrell, Leigh Martin (School Committee), Kelley Aubut, Wayne Phipps
Also Present: Library Director Andrew Jenrich, Children's Librarian Tara Windsor,

I. Call to Order

The meeting was called to order at 6:03 p.m. by Ellen

II. Summer Reading

Tara presented the events for the summer reading program. We are using an online calendar called Event Calendar. All events are listed online, people can email events to friends and register online.

III. Director's report

Andrew presented the director's report. David Eisner attributed the lighting problem in the children's area to the bookshelves being taller than anticipated and they are not placed where they were originally proposed. Also, the carpet absorbs more light than was anticipated. He also said they erred on the side of less light because normally the problem is too much light (and glare) rather than not enough. Andrew will pursue with a friend who is a lighting designer.

Kelley volunteered her family to take care of the garden area around Ben Tremblay's Eagle Scout project.

The wireless in the library is stronger because we got an upgrade.

The cleaners do not do a good job. If the town renews its contract with the cleaning company, Andrew will investigate whether we can opt out of the contract and pay another cleaner.

The library was gifted a 1698 edition of the *Samuel Newman Concordance* by a man in Illinois. Phyllis is researching the book's history.

IV. Budget Report

There's \$7,000 left in the budget and Andrew will spend \$2,000 of it this week.

V. Rectory Report

We will send a memo to selectmen with a copy of the report letting them know that we will not be pursuing rehab. Ellen will write the memo.

VI. Minutes

MOTION: On a motion by Amy to reconsider the April minutes, seconded by Leigh.

VOTED: Unanimous

MOTION: On a motion by Kelley to amend the April minutes, seconded by Leigh.

VOTED: Unanimous

Ellen will write a letter to the town administrator informing her that the Trustees voted to approve a one-time performance bonus for Tara to be paid out from state aid.

VII. Procedures and Policy

We only have a few remaining policies to develop. Andrew will give the safety policy to public safety to review.

Andrew will email policies to the board to review and vote on during the next meeting.

VIII. Parking Lot

The Capital Needs Committee would like to know what our capital needs are. We will let them know that we need fresh asphalt on the parking lot. We also need a storage shed.

IX. Discuss Strategies for Extending Hours in FY20

We will go to selectmen and Fincom early, before budget season kicks off.

X. Adjournment

MOTION: On a motion by Amy to adjourn, seconded by Kelley

VOTED: Unanimous

Meeting was adjourned at 8:30 p.m.

The next meeting will be held Wednesday, July 11 at 6 p.m.