

**Board of Trustees of the Taft Public Library Minutes**  
**Taft Public Library, Mendon, MA**  
**May 23, 2018**  
**6:04 PM**

Trustees present: Amy Fahey, Ellen Agro, Kelley Aubut, Wayne Phipps, Leigh Martin (School Committee)

Also present: Library Director Andrew Jenrich

Absent: Sharron Luttrell

**I. Call to Order**

The meeting was called to order at 6:04PM by Ellen

**II. Approval of Minutes**

MOTION: on a motion to approve the April 4, 2018 meeting minutes by Leigh, seconded by Amy

VOTED: Unanimous

Andrew asked for the final March & April 2018 approved minutes. He also noted that the town website doesn't have the most up-to-date minutes nor trustee information. Andrew will ask Dan Byer to remove the old information. It was agreed that the library website is current, therefore, no further action is necessary.

**III. Director's Report**

Staff were paid out of the regular salary line for both the staff meetings and off-site training sessions attended in April and May including travel expenses.

Franklin Glass will be coming to assess the broken window in the Adult Reading section and provide a quote for the repair. Any repairs will take place in July.

Amy will advise David Eisen that, after review of the feasibility study, the trustees have agreed that it isn't fiscally possible to move forward with any rectory projects and will share the findings with the selectmen.

The genealogy projects are slotted to be complete by the end of summer.

Staff will be working a few extra hours per week through June for processing and classifying new books into the collection as well as moving uncirculated books out.

Andrew will research the possibility of increasing the bulb wattage in the Children's Library to see if it would impact the lighting issues (the shelving areas are too dark). He will also look into what the standard candle power for a library is.

Andrew will speak with Dan Byer about re-seeding the damaged areas from the plows this past winter.

#### **IV. Budget Report**

Andrew presented the budget report. Spending is in line with remaining funds and a surplus is not anticipated as the 2018 fiscal year closes on June 30.

#### **V. Discussion of Children's Librarian's Hours**

Continued discussion about giving Tara a one-time performance bonus. Out of appreciation for the amount of time and effort that Tara puts in to running the children's library programming, the board agreed to recognize Tara's exceptional work in FY2018 with a \$2,500 bonus.

MOTION: On a motion to move \$2,500 out of State Aid by Kelley, seconded by Leigh

VOTED: Unanimous

#### **VI. Unanticipated New Business**

Amy will provide the meeting agenda to the Town Clerk now that Ellen has been newly elected to the Town Clerk position. Ellen will continue as Chair.

#### **VII. Adjournment**

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

VOTED: Unanimous.

Meeting was adjourned at 7:50p.m.

Next meeting will be held on Tuesday, June 12 at 6 p.m. at the Taft Public Library.