

## Meeting Minutes

Taft Library Board of Trustees

October 9, 2019

In attendance: Amy Fahey, Shana Miller, Leigh Martin, Wayne Phipps, Ellen Agro and Andrew Jenrich. Absent: Kelley Aubut

1. The meeting was called to order at 6:05 by Amy.
2. On a motion by Ellen, seconded by Wayne the minutes for June and September were accepted.
3. Andrew presented his director's report.
  - a. Pat Bullock's letter of retirement was accepted on October 7th
  - b. Andrew plans to have a retirement party for Pat and will send out invites.
  - c. **Andrew will follow up with HR (Tanya) to talk about posting for Pat's position.**
  - d. **Andrew to look up the survey results to better address piloting additional hours.**
  - e. Signs Plus delivered all the signs.
4. Discussion of CMLA meeting tabled
5. **Andrew will forward his contract once he receives it from Kim Newman.**
6. Discussion on what to do with the grant money earmarked for the library/feasibility study re: rectory. Brian Murray reported this money will have to be used by June 30, 2020.

- a. **Ellen to check with Building department on what needs to happen to demo the rectory.**
  - b. **Ellen to check with Anne Mazar about what CPA funds can be used for**
7. Until we know which direction the FOL are headed, we will table the writing of the letter to the editor. **Andrew will ask the Friends of the Library for a detailed financial report. ALL – review the memo of understanding handout and bring suggestions to the next meeting.**
8. Amy and Wayne have found a helpful link to the Haverhill library strategic plan. ([haverhillpl.org](http://haverhillpl.org)). **Wayne will look for more from other libraries.** We will continue to discuss at future meetings. Once in place, the strategic plan will be reviewed yearly.
9. Next meeting is Wednesday November 13 at 6:00 pm.
10. Meeting adjourned 8:49 pm

Submitted by

Ellen Agro, secretary