

Board of Trustees of the Taft Public Library Minutes
Taft Public Library, Mendon, MA
November 11, 2020
6:03 p.m.

Trustees present: Amy Fahey, Kelley Aubut, Wayne Phipps

Library staff 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 Amy without quorum.

II. Approval of Minutes

No motion could be made to approve the 10/14/2020 meeting minutes as there was not quorum. Minutes to be approved at the December meeting.

III. Director's Report

Staff: Andrew will continue to follow up with Kim Newman and Tanya Bureau concerning the vacant library tech. position. Andrew also received clarification regarding return to work policies after an employee tests positive for COVID19. A negative test is not required.

Facilities: Andrew will check into having someone look at a long, narrow crack in the ceiling. Andrew will purchase covers for the patio furniture and cushions that currently are under the pergola to protect during the winter months. Andrew also clarified Steve Handley's cleaning schedule.

Budget: Library spending is on target with yearly targets. Expenditure gap beginning to close with the salary line contributing to the lag. Contracted Services spend is at 52.3% for the year due to the CW/MARS membership fee. Supplies expense line is higher due to curbside & program craft supplies.

Programs: Strong participation continues across age groups with both curbside and in-person browsing.

IV. Library/Community Center Project

↳ *MBLC Construction Grant Update*

In speaking with the building consultant at MBLC, Andrew learned that the requirements for the grant process probably won't work for our purposes. Because we are already working with an architect and had a feasibility study done, we aren't eligible under the MBLC regulations.

↳ *Land Guys*

Andrew will follow up with Greg Peverill-Conti to invite them to our December meeting. Trustees will come up with an agenda and specific questions for them.

↳ *Library Foundation, Potential Members*

Discussed ideas on setting up a library foundation as a mechanism to supplement funding for the library expansion. Trustees discussed possible board members from the community and different roles that would be required. Suggested a 7-person board.

Amy will look into what documents will be required to set up a foundation to support the library expansion.

V. Strategic Plan

Waived discussion until December 9th meeting.

VI. Unanticipated Topics

No new business was discussed.

VIII. Next Meeting Date

The next meeting is set for December 9, 2020 @ 6:00 p.m.

VII. Adjournment

Meeting was adjourned at 7:40 p.m.