

Board of Trustees of the Taft Public Library

Minutes

Taft Public Library, Mendon, MA

Wednesday, Jan. 4, 2014

7:00 PM

Trustees present: Bob Carlson, Susan Darnell, Amy Fahey, Sharron Luttrell, and Leigh Martin (School Committee) Absent: Michelle Brower

Also present: Library Director Andrew Jenrich; Jennifer O'Donovan, Friends of the Taft Public Library.

I Call to Order

The meeting was called to order at 7:10 PM by Susan Darnell.

II Approval

a. Nov. 6, 2013 Minutes

MOTION: On a motion of Amy Fahey to approve the November 6 minutes, seconded by Bob Carlson.

VOTED: Unanimous.

III Director's Report

Andrew Jenrich reported that Tara Windsor has been acclimating to her position as the new children's librarian: she has reinstated the lap-sit story time program, is starting to plan for summer reading program, will attend Feb. Trustees' meeting and will get acquainted with Clough Elementary School faculty soon.

Fall outdoor cleanup, including raking and gutter cleaning, has been completed. The boiler will be cleaned in the near future.

Book talks and signings and other library events are scheduled to take place in upcoming weeks.

IV Budget Report and STM Warrant

Most items are in line with expected costs. Salary lines are in line with projections; staffing has been adjusted now that the new children's librarian has been hired.

A discussion began about the proposed function and use of the rectory at the 29 North Avenue property. Rectory is an extra municipal building which has limited use and a negative impact on design; demolishing this building may be the best option. The library building committee will discuss further and bring their recommendation to the selectmen.

V Update on Building Committee

Building committee met with design team Abacus/Situ and presented a list of desirable features for the new building. Andrew will distribute a packet of related information to the trustees.

Trustees and design team met with the Green Communities group. The library wants to participate, but two problems exist. First, approval is needed to add new library site to the existing list. Also, applicants have to send in prior utility bills and future utility bills for comparatives, but we don't have energy bills for full capacity usage at 29 North Ave due to its being vacant. The state would have to accept a formula projection to prove efficiency. If these two conditions are met, Anne Mazar will write grant due in March for possible June decision.

VI Update on Historical Society Request

Susan consulted with an expert in library archiving regarding the Historical Society request and possible donations of documents and records, who recommended consulting with the Historical Records Advisory Committee and MBLC. Michelle Brower will research options and report back at the Feb. meeting.

VII Fundraising Campaign

Fundraising efforts are off to a good start. Kevin Rudden has contributed a \$10,000 challenge grant, and other generous community members have donated towards it. \$9,000 is still available from the failed joint library campaign with Upton (in an account being maintained by the Friends of the Taft Public Library).

Jennifer O'Donovan reaffirmed the Friends of the Library group's support for programming and activities. Friends group needs to understand needs and vision of Friends group in the future, in terms of expansion of fundraising efforts, raising more money, or keep things the same. The Friends are currently conducting a membership drive for more volunteers. Upcoming Friends meetings will be held the last Monday of every month, 1/27, 2/24, and the annual meeting on 3/31.

Susan mentioned that the Friends of the Library receive the donation checks, keep money in their account, and generate the 501c3 tax letters.

Fundraising event ideas were discussed, with trustees planning to brainstorm with constituent groups regarding interest. Naming and branding opportunities will also be identified in upcoming meetings.

VIII Updates and Announcements

Bob Carlson recommends that the elected library trustees request stipends in light of the improving budget and the restoration of town-wide stipends for other boards at last town meeting.

IX Future Agenda Items

Next meeting will be held on February 5, 2014, at 7:00 PM at the Taft Public Library.

Susan Darnell will be participating in the next three meetings remotely via Skype from FL.

X Adjournment

MOTION: On a motion of Amy Fahey to adjourn the meeting, seconded by Sharron Luttrell.

VOTED: Unanimous.

Meeting was adjourned at 9:12 PM.

Minutes by Leigh Martin