

# BOARD of LIBRARY TRUSTEES MEETING MINUTES



**DATE:** Thursday, June 16, 2016

**TIME:** 5:30 PM

**LOCATION:** Conference Room, Main Library

## **BOARD MEMBERS / ATTENDEES PRESENT:**

Bethany Gay, Chair

Mike Dowd, Melissa Dyer, Johnna Frederickson, Marcia Hickey, Aprilleigh Lauer, Diane O'Brien, Wendy Young and Chris Schott, Press

## **BOARD MEMBERS ABSENT:**

Selectman Representative

### **Call to Order**

5:41 PM by Bethany

### **Announcements**

As noted in previous minutes, MBLC had a having a variety of meetings around the state. In attendance were: Mr. Schesco, Mary Rose Quinn, Liz Babbit, and Selectman Alan Slavin.

Points of interest at the meeting were:

- \*Any library may use any nine months of the year for operating hours
- \*Revolving account no longer required to be used with municipal funds
- \*Change in books and materials requirement – tech now included in the 15% total, 10% may be on hardware
- \* Possible upcoming change to the waiver process
- \*When WFL reaches 40 hours, may apply for waiver
- \* Selectman Slavin noted that in FY17 all union contacts will be up for renewal
- \*Selectman Slavin had no further questions, wanting to read literature in more depth

### **Public Comment**

None

### **Approval / Review of Previous Minutes**

Held until next month

### **Correspondence**

MBLC memo on the reading program that is in place. Students who read four books for summer reading, may post comments on Facebook and be eligible for prizes.

Last month MBLC also gave information on how to get state aid.

A letter of thanks was received from one applicant for the director's position.

### **Old Business**

FY16 budget was discussed, noting that there was a shortage of \$5,000 shortage in the salary account from June 10 to June 30.

Possible causes included whether or not salary dollars are coming out of main library account and not Spinney account or that Patty's hours are being deducted from this (Mrs. Hickey thinks not, coming from town hall account). WFL account was charged for the advertisement costs of the new director's position. Why was there no budgeting for printing and office supplies? Roger will email town accountant, Derek and Patty. There was no new information to add about the FY16 budget.

FY17 budget was also discussed. Jim and Deb looked at it in January. Electricity is going to go up, but increase not allotted in budget. A lot of light switches are broken and need replacing. Along with the lights using electricity, it is the computers and printers. Discussion about the use of solar panels for the WFL, but the roof needs to be replaced first. We need to have the conversation about the budget now; once June 23 arrives, it is unchangeable.

The ongoing search for a new director for the library was discussed. There were nine applicants for the position that was narrowed down to two candidates. Derek will hold interviews with these two applicants. Both candidates are equally qualified, committee did not recommend one over the other, Derek said publically that there will be a director

in place by July 1. Mrs. Hickey added that Matt Underhill also sat in on the interviews with Derek.

### **New Business**

Birthday Celebration Agenda was finalized. The day's activities will be as follows:

Saturday, June 18  
Activities 11-12  
Cake 12-1  
Concert 1-2:30

WFL Summer program was also discussed. There were grants for the program provided by TJMax and Makepeace. Program is offered from June 21 to August 11. Also noted was the fact that WFL will be the distribution site for the free summer food lunch program, which will be offered on site M-F from 11:30 – 12:30, even when library is closed. On opening day the firemen will raise the summer reading flag in front of the library. There will be a reading log, with raffle tickets given for completed books. The raffle prizes are Fitbits. The WFL is hiring a landscaper/artist from St. Margaret's School to help with the garden and the designing of the flags. One of the old flags was recycled and will be incorporated into the new flag. Also noted was the fact that the garden area has a groundhog problem.

### **Staffing Report**

Marcia Hickey:

It was reported that Sonya will soon be returning to work at the WFL.

### **Friends Report**

None Present

\*Noted by all that the Duck Race was a huge success, even with the threat of inclement weather.

### **Foundation Report**

None Present

### **Election**

Roger nominated Bethany for Chair, but sadly her term has expired and she can no longer be nominated. The BoLT acknowledged all of the hard work that Bethany has put in during her tenure and she will be missed very much.

Roger nominated Johnna for Chair, seconded by Melissa. Comments were made by Johnna that there should be a division of duties on the BoLT and that the Chair does not have to do everything. Also, the BoLT needs to function so that if one person is unable to act, someone on the BoLT can step up.

7-01

Johnna nominated Roger for Vice Chair, Melissa seconded

7-0-1

Roger nominated Diane for Secretary, Aprilleigh seconded

7-0-1

It was decided that Johnna, Bethany and the new director should meet to provide a comprehensive update on the things that have happened prior to his appointment.

### **Date and Time of Next Meeting**

July 28, 2016 at 5:30 PM

### **Adjournment**

Aprilleigh motioned, Mike seconded

7-0-0