

**Board of Library Trustees  
Minutes 03/08/2017**

**Present:** Christine Smith (chair), Jeanne Ivas (vice chair), Monika Brodsky, Sarah Summers, Victor Posada, Kathie Fitzgerald, Emily Goodwin

**Call to Order:** Meeting called to order at 7:07 pm

**Additions to the Agenda:** Trustee signature page

**Approval of Minutes:** Minutes from the January meeting accepted as written. No meeting held in February.

**Reports:**

**Director:** Circulation and in-person visits continue to be strong. In December and January, the library offered 38 programs that welcomed over 800 attendees. Thanks to funding from the Norwell Cultural Council, in addition to regular programming the library was able to offer a performance by actor Ted Zalewski, who brought van Gogh's "The Postman" to life and a van Gogh paint afternoon. In December, Nancy Perry and Inly School librarian Shelley Sommer collaborated to present a "Best Children's Books of 2016" program at the James Library and Center for the Arts. Judy and Emily attended the annual Norwell Chamber of Commerce State of the Town Breakfast on January 26 and the OCLN Legislative Breakfast on February 17. Judy will be attending Library Legislative Day in Boston on Tuesday, March 7.

**Financial:** As of the end of February, the remaining balance in personnel services is \$184,549.37. The remaining balance in general expenses is \$82,688.59. Cash drawer receipts through February total \$8,020.37; public printer/copier receipts total \$1,002.00.

**Friends:** No Friends' report.

**Library Project Committee (LPC):** The LPC completed its year-long feasibility study and submitted a construction grant application to the Massachusetts Public Library Construction Program in January. A copy is available in the library and renderings of the new building are on display. Judy created FAQ and project information pamphlets, which are available in the library, at town hall, and at the COA. Library Project information sessions are scheduled for late March and early April. In May, town meeting voters will be asked to approve the preliminary design and to authorize the Library Trustees "to apply for, accept, and expend" grant funds. Grant awards will be announced in July.

A reviewing architect from the Massachusetts Board of Library Commissioners (MBLC) is visiting NPL Thursday, March 9 to look at the building and evaluate space needs. Jeanne and library staff will be here to meet with him, give him a tour of the building, and answer any questions he may have.

The Advisory Board will be meeting at the library on March 21. The agenda for the meeting contains the articles for the Library Project for Town Meeting and the library's FY18 budget.

Next LPC meeting is Thursday, March 14 at 6:15 PM.

**FY18 Budget Request:** The Town Administrator is recommending the requested FY18 library budget. The Advisory Board will meet at NPL to vote on the budget.

**Shelver Position Update:** Two Norwell High School students, Isabella Smith and Kendall Anthony, have been hired as shelvers. They will each work 5 hours per week.

**FY18 Saturday Closings:** The library will be closed Saturday, September 2, 2017; Saturday December 23, 2017; Saturday, March 31, 2018; and Saturday, May 26, 2018.

**Library Legislative Day, Tuesday, March 7:** Attended by Judy and Nancy.

**Trustee Signature Page:** The accounting department has requested an updated signature page from the Trustees. All Trustees were in attendance and were able to sign.

**Annual Review of Library Director (executive session):** Trustees approved going into executive session and to not return to public session for the director's review.

The next meeting will be on Wednesday, April 12 at 7:00 PM

Meeting adjourned at 8:06 pm. Recorded by Emily Goodwin