

**Board of Library Trustees**  
**Minutes 10/17/18**

**Present:** Jeanne Ivas (vice chair), Monika Brodsky, Victor Posada, Sarah Summers, Kathie Fitzgerald, Judy McConarty (director), Rachel Breen

**Call to Order:** Meeting called to order at 6:35 pm

**Additions to the Agenda:** Holiday closings, approval for Emily Goodwin to continue temping, volunteer luncheon expenses, affirm warrant article, reaffirm payment to Architect Stephen Hale Associates to be taken from Marjorie Pote Trust.

**Approval of Minutes:** Minutes from the August and September meetings accepted as written.

**Reports:**

**Director:** Judy reported that Sunday hours are back as well as concerts. Diane and Nancy are continuing with their programs. The job posting for the Circulation Assistant is posted. Judy briefly discussed the need for the library to update certain policies regarding technology and internet use with stricter language to dissuade patrons from tampering with library materials.

**Financial:** As of the end of September, the remaining balance in personnel services is \$325,168.67. The remaining balance in general expenses is \$145,478.09. The total for the cash drawer receipts from July-September is \$3,904.22, and the total for copier money is \$555.00.

**Friends:** The Friends met on Tuesday, October 17<sup>th</sup>.

**New Assistant Director:** The new Assistant Director, Rachel Breen, was introduced to the Board.

**Library Building Project:**

**Meeting with Advisory Board October 19<sup>th</sup>:** The Board wanted to encourage all Trustees to attend the Advisory Board meeting being held on Thursday, October 19<sup>th</sup>.

**Special Town Meeting/Special Election:** The Board discussed the promotion of the Special Town Meeting and the Special Election. Promoting the Special Town Meeting/Special Election through Social Media was discussed as well as the how to effectively spread the word about the meeting and election to members of the community via posters, signs, etc. Information sessions for the general public will be held on Tuesday, November 7<sup>th</sup> at 2:30 pm and 6:30 pm at the library.

**Update Library Policies:** Deferred.

**Appropriate Library Behavior Policy:** The need to update the policy was brought to the attention of the board.

**Internet Use Policy:** The need to update the policy was brought to the attention of the board.

**Holiday Closings:** The library will close at 1 pm on the Wednesday before Thanksgiving.

**Approval for Emily Goodwin to continue temping:** Approved.

**Volunteer Luncheon Expenses:** The Board approved that payment for the luncheon will be left to the Director's discretion.

**Affirm Warrant Article:** Affirmed.

**Reaffirm payment to Architect Stephen Hale Associates to be taken from Marjorie Pote Trust:**  
Reaffirmed.

The next meeting will be Wednesday, November 8th at 7 pm.

Meeting adjourned at 7:04 pm. Recorded by Rachel Breen