

Board of Library Trustees
Minutes 3/27/18

Present: Chris Smith (Chair), Monika Brodsky (Vice Chair), Jeanne Ivas, Sarah Summers, Kathie Fitzgerald, Victor Posada, Judy McConarty (Director), and Rachel Breen

Call to Order: Meeting called to order at 7:05 PM.

Additions to the Agenda: None.

Approval of Minutes: December minutes approved.

Reports:

Director: Judy reported that the library was closed a total of three days in March due to severe weather that caused downed trees and widespread power outages. After one storm, the library served as a warming center for those without power. Starting in July, the library will be offering *Meescan*, a self-check-out app that will allow patrons to check-out materials using their mobile device while they are in the library.

Financial: The December, January, and February Financial Reports were approved. As of the end of February, the remaining balance in personnel services is \$154,880.72. The remaining balance in general expenses is \$82,326.42. The total for the cash drawer receipts from July-February is \$9,338.94, and the total for copier money is \$1,623.00.

Friends: Fred the Shed will open on Saturday, May 5th. The Friends will meet on Tuesday, June 19th.

Library Building Project:

Foundation/Capital Campaign: The Foundation joined the Trustees meeting for a discussion on their goals and future plans. Currently, the group is undergoing organizational changes. Moving forward, the Foundation will create a timeline and set up milestones where they plan on contributing funds upon reaching each particular milestone. They particularly would like the trustees to look into whether or not they can offer Naming Rights as an incentive to contributors. The Foundation emphasized that they will not commit to a specific fundraising sum. They will continue brainstorming on fundraising ideas and will reach out to professionals for assistance.

MBLC Contract: The final Grant contract has been fully executed and the first 20% installment has been received. It was suggested that the funds be placed in an interest-bearing account.

Next Steps: The Library Building Committee will meet on Thursday, March 29, 2018 at 8 AM.

FY19 Budget:

FY19 Operating budget request-The FY19 budget request has been submitted and presented to the Advisory Board and to the Board of Selectmen.

State Aid-The NPL received \$14,148.72 in State Aid during FY18.

Director performance evaluation-The Trustees conducted the Director's performance evaluation.

The next meeting will be Wednesday, April 25, 2018.

Meeting adjourned at 8:30 pm. Recorded by Rachel Breen