

Board of Library Trustees
Minutes 9/19/18

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

Call to Order: Meeting called to order at 7:04 PM.

Additions to the Agenda: NHS Student Volunteer Day.

Approval of Minutes: July minutes approved.

Reports:

Director: Judy reported that in August, there were 6,800 walk-in visits to the library with a total of 12,365 items borrowed. The library's Sunday hours resumed on September 9th. The Summer Reading Program was very successful and ended in early August. The ARIS (Annual Report Information Survey) was completed and submitted to the MBLC in August. Judy and Rachel are now working on the State Aid Financial Report and State Aid Application and Compliance Form. The library recently added new e-resources to its collection, including Universal Class, Acorn TV, and Qello Concerts. Digital access to The New York Times is now available to patrons both in the library and off-site. MeeScan is now live and patrons can choose between using the MeeScan Kiosk in the library and/or download the MeeScan app to their personal devices and checkout library materials from their phones. The NPL is glad to welcome two new shelvees, Elizabeth Hanna and Kristin McCarthy, to the library staff.

Financial: As of the end of August, the remaining balance in personnel services is \$357,274.86. The remaining balance in general expenses is \$168,709.86. The total for the cash drawer receipts from July-August is \$1,706.93, and the total for copier money is \$479.00.

Friends: The Friends met on September 18th and will continue to meet quarterly. The Friends discussed the future of Fred the Shed, but decided to continue the discussion at their next meeting. Fred will close for the season on October 13th. Their next meeting will be on Tuesday, December 18th.

Library Building Project: The RFP was posted to the Central Register on September 19th. The deadline for proposals is October 22nd at 2 PM. Trustees discussed temporary locations and reaching out to local realtors now that the RFP is posted. The Library Building Project is currently in its Design Development stage. The next meeting for the LBC will be on October 4th.

Foundation-Acknowledgement Opportunities: The Foundation has provided the Trustees with their initial draft of Acknowledgement Opportunities. The Foundation will meet next on Saturday, September 22nd.

NHS Student Volunteer Day: Students from the Norwell High School will be volunteering at the library on Friday, September 21st as part of the school's volunteer day. Students will work on outdoor maintenance such as weeding, planting mums, spreading mulch, and washing windows.

The next meeting will be Wednesday, October 17, 2018.

Meeting adjourned at 8:08 pm. Recorded by Rachel Breen