

Board of Library Trustees
Minutes 10/17/18

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

Call to Order: Meeting called to order at 6:40 PM.

Additions to the Agenda: Generator for new library.

Approval of Minutes: September minutes approved.

Reports:

Director: Judy reported that September was “Library Card Sign-Up Month” and the NPL registered 76 new patrons during that time. NPL currently has over 5,000 active library card holders. During September, over 9,000 items were borrowed. Sophomores from NHS participated in Norwell Cares Day and volunteered at the library to assist with a fall cleanup that consisted of planting mums, spreading mulch, and cleaning out the Japanese Garden. The annual State Aid Application and Compliance Form as well the Financial Report were successfully submitted to the MBLC.

Financial: As of the end of September, the remaining balance in personnel services is \$325,050.04. The remaining balance in general expenses is \$146,639.13. The total for the cash drawer receipts from July-September is \$3,013.01, and the total for copier money is \$739.00.

Friends: Fred the Shed had a successful closing sale on Saturday, October 13th. The Friends plan on sending out their annual letter of appeal and will meet next on Tuesday, December 18th.

Library Building Project:

Temporary location RFP: The closing date for the RFP will be on Monday, October 22nd at 2 pm. Rick Pomroy will open proposals at Town Hall at that time and the Library Building Committee will meet there at 3 pm to review the proposals.

Design Development Progress: Design Development is now completed and the next phase of Construction Documents has begun. The LBC has received a cost estimate from Oudens Ello and will review the estimate with architect Matt Oudens on October 22nd.

Japanese Garden/Landscaping Plan: Trustees discussed what should be done with the existing plantings honoring Henry Goldman in the Japanese Garden. As the building project moves forward a decision will be made, but a few ideas that were suggested include an “Adopt a Plant Day”, transplanting the existing plants/trees, or planting new trees/plants of the same species. It was also suggested that the LBC contact Glen Ferguson of the Tree and Grounds department to confer with the landscape architect and committee on future landscape maintenance.

Foundation-Acknowledgement Opportunities:

Tracy and Frank White of the NPL Foundation attended the meeting to discuss Acknowledgement Opportunities and to update trustees on the future fundraising schedule. The trustees and members of the foundation reviewed a draft of the Foundation's fundraising targets. The Foundation's next meeting will be held on Saturday, October 20th.

Generator

The Trustee's discussed the benefits of having a full building generator for the new library. Trustees voted in support of keeping a full building generator in the cost estimate for the new building.

The next meeting will be Wednesday, November 14, 2018.

Meeting adjourned at 8:35 pm. Recorded by Rachel Breen