

Board of Library Trustees
Minutes 01/16/19

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

Call to Order: Meeting called to order at 7:07 PM.

Additions to the Agenda: None.

Approval of Minutes: December minutes approved.

Reports:

Director: Judy reported that in December there were 4,300 walk-in visits to the library, 2,800 unique visitors to the library's website, and cardholders borrowed over 8,000 items. There were over 250 attendees to 17 library programs during the month of December as well. The 2020 Action Plan was submitted to the MBLC. OCLN launched their advocacy campaign "Wired to Reach You" which aims to advocate for state funding to libraries and their networks.

Financial: As of the end of December, the remaining balance in personnel services is \$217,873.33. The remaining balance in general expenses is \$106,773.76. The total for the cash drawer receipts from July-December is \$5,923.09, and the total for copier money is \$1,400.00.

Friends: No new news from the Friends.

Library Building Project: The Conservation Commission approved the building committee's RDA application on January 15th. The committee is now reviewing pre-qualifications for general contractors and sub-contractors. The committee has received over 90 Request for Qualifications. Bidding will begin on March 15th and will end April 5th with an estimated construction start of late May or early June. The library will be advertising for movers in the next few weeks.

Foundation Update: The Foundation has sent out mailers to Norwell residents. They are currently working on fundraising ideas for the upcoming year, some of which include a presence at Summerfest and a gala event in October 2019. The next Foundation meeting will be on Saturday, January 19th.

2019 Meeting Dates: The remaining FY19 Trustees Meetings will be on March 20th, April 10th, May 15th, and June 19th.

State Ethics Training: The Trustees were given a Summary of the Conflict of Interest Law for Municipal Employees to review and sign. Rachel will return them to the Town Clerk's office.

State of the Town Breakfast: The State of the Town Breakfast will be held on Thursday, January 24, 2019 and Judy and Rachel will attend.

OCLN Legislative Coffee: The OCLN Legislative Coffee event will be on Friday, January 25, 2019 at 8 am at the Hingham Public Library. The OCLN legislative team has launched their campaign “Wired to Reach You” which will run through mid-February.

FY20 Budget Request: Judy and Rachel will present the budget request to the Advisory Board on February 5, 2019.

Annual/Special Town Meeting: The Annual/Special Town Meeting will be on May 6 and 7, 2019. The library’s Operating Budget will be on the warrant.

Annual Town Election: The Annual Town Election will be on May 18, 2019.

The next meeting will be Wednesday, March 20, 2019.

Meeting adjourned at 8:01 pm. Recorded by Rachel Breen