

**Board of Library Trustees**  
**Minutes 03/20/19**

**Present:** Jeanne Ivas, Victor Posada, 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:** January and February minutes approved.

**Reports:**

**Director:** Judy reported that the meeting with Advisory Board went well and the AB unanimously voted to recommend the library's FY20 Budget Request of \$652,609. Judy has submitted the department update for the annual town report. Trustees were given an OCLN update regarding the introduction of Automatic Renewals network wide. All Norwell cardholders will be opted into this feature. A new feature "What your library saved you today" was added to NPL's receipts displaying what the total cost of a patron's checkouts would have been had they bought the books, etc. themselves. This is another way to show the community the value of their local library. NPL librarian Diane Rodriguez held a collaborative program with NHS librarian Jennifer Pratt, "pizza and a movie night." The library presented the film *The Hate You Give*, a title that the high school students had read in school. It was followed by a discussion and was an overall success. A traffic issue with the high school was reported by a patron and Judy asked the high school principal and police to address it.

**Financial:** As of the end of January, the remaining balance in personnel services is \$183,296.29. The remaining balance in general expenses is \$99,251.67. The total for the cash drawer receipts from July-January is \$7,021.84, and the total for copier money is \$1,596.00.

As of the end of February, the remaining balance in personnel services is \$149,800.54. The remaining balance in general expenses is \$89,968.37. The total for the cash drawer receipts from July-February is \$7,960.64, and the total for copier money is \$1,802.00.

**Friends:** The Friends met on Tuesday, March 19<sup>th</sup> at 6:30 PM. Penny and Helen continue to work on emptying Fred the Shed in anticipation of the start of library construction. There will be space in the new library to accommodate future book sales. They will not be sending out a Spring Appeal letter, so as not to conflict with the Foundation's capital campaign. They have enough funds to continue sponsoring museum passes and library programs for the next fiscal year.

**Foundation Updates:** The Foundation most recently met on Saturday, March 9<sup>th</sup>. They have recently sent out a targeted mailing to Norwell residents. The Foundation intends on participating in the "Turning the Page" Celebration with an informational table and minor fundraisers such as selling candy bars and offering a 50/50 raffle. They are hoping to have their brochure ready for that Sunday. Judy and the trustees agreed to work on a memorandum of understanding between the library and the Foundation. Susan Davis from the Women's Club

invited the library to apply for a second grant for the capital campaign and Judy shared this information with the Foundation. The next Foundation meeting will be on Saturday, March 23<sup>rd</sup>.

**“Turning the Page” Celebration:** NPL’s “Turning the Page” Celebration will be on Sunday, March 31<sup>st</sup>. The afternoon open house will offer fine amnesty, a performance from the NHS Jazz Combo, cake and baked goods, as well as information regarding the Foundation, the move to a temporary facility, and the new library.

**Temporary Location Update:** The Building Project is moving forward and the library will be closed for the move beginning on April 16<sup>th</sup> through May 12<sup>th</sup>. The temporary facility is located at 1207 Washington Street in Hanover, MA. NPL has been handing out brochures detailing the move and addressing common questions that patrons may have. The Library Building Committee has hired Sterling Movers for the library’s move to its temporary location. The LBC will meet next on Thursday, March 21<sup>st</sup>.

**Surplus Items:** Judy provided a list of surplus items that will not be taken to the temporary location. Trustees voted to accept the list.

**Board expiring terms/nominating papers:** Victor Posada and Kathleen Fitzgerald’s terms end this year. Victor has announced that he will not be seeking re-election. The Board and staff expressed their gratitude for his service. Kathleen has announced that she will be seeking re-election. Kathryn Mudgett has obtained nomination papers and hopes to rejoin the board.

The next meeting will be Wednesday, April 10, 2019.

Meeting adjourned at 8:15 PM. Recorded by Rachel Breen