

Board of Trustees of the Taft Public Library Minutes
Taft Public Library, Mendon, MA
Wednesday, September 9, 2015
7:00 PM

Trustees present: Bob Carlson, Amy Fahey, Sharron Luttrell,
Jane Blackwood, Leigh Martin (School Committee)
Absent: Ellen Agro

Also present: Library Director Andrew Jenrich

I Call to Order

The meeting was called to order at 7:02 PM by Amy Fahey

II Approval of Minutes

August 12, 2015 Minutes

MOTION: On a motion of Leigh Martin to approve the August 12, 2015 minutes,
seconded by Bob Carlson

VOTED: Unanimous with Sharron abstaining

III. Directors Report

Andrew reported that the summer reading program had 318 children enrolled and 54 programs attended by a total of 1,123 children and adults. Children's Librarian Tara Windsor did an awesome job and the volunteers were very good.

The library has submitted a town meeting article to repair the roof using CPA funds. Andrew will get estimates for the repair.

The Programming budget line item is down to \$442.76, which is close to where we were at this time last year. The staff salary line item is tight, but should be fine and Andrew will keep track of it.

We've sold eight tickets already for both the presentation and the investigation of S.P.I.R.I.T.S through PayPal.

Andrew is getting quotes from movers. We need to find out whether the shelving donated from the Boston Public Library is included in the cost of the rehab.

Sterling and Sitterly quotes were around \$8,000+, National Library Relocations' quoted over \$12,000. Because it's not clear what's included in the quotes we'll have to issue a list of what the project entails.

The Lions Club is making a presentation to the library on Sept. 23 at Willowbrook Restaurant at 7 p.m.

The Aris report shows circulation is down to 33,189 from over 34,000. Numbers augmented by ebooks and audiobooks. Interlibrary loans were up from last year.

IV Budget Review

Andrew reviewed the library budget. He pointed out that our largest expenses are in books and programming.

Electricity costs were high last month. It's usually \$160/month; last month it was \$342.

V. Fundraising Update

Friends President Gabrielle Porciello gave the update.

She's hopeful they will sell the 24 maximum tickets for the S.P.I.R.I.T.S investigation.

Friends received some naming rights donation during the past few weeks, including one for \$5,000 to name the circulation desk. The total in the relocation fund to date is \$71,044.

The General fund is also growing at \$6,800 to date. Much of that results from sponsorship for Cow Chip Bingo. Sponsorship money goes into the general account to use for expenses with remaining funds going into the relocation fund.

Cow Chip Bingo: "Chip" the cow mascot made a special appearance before the trustees. He (she?) will be going to events around town to stir up excitement. The Friends hope to sell 1,000 deeds for \$10 each. The event will be held at Veterans Fields 10 a.m. to 2 p.m. on Nov. 7. There will be food trucks and local vendors, face painting, a caricaturist, a petting zoo and other attractions. The cow will be supplied by the Hawkes family from 10:30 a.m. to 1:30 p.m.

BVT will print the deeds and Signs Plus will donate signs. The signs will be posted throughout town.

Friends has also sold \$50 sponsorships. Some of those businesses donated raffle prizes as well. Raffles will be held throughout the day. Three cash prizes of \$1,000, \$500 and \$250 will be raffled off throughout the day.

Many volunteers will be needed throughout the day.

VI. Building Committee update

There have been no big surprises. Construction could be complete by the end of this year or January.

Andrew points out that we'll need to close the library for a period before moving in. As we get closer we'll develop a timeline.

There was discussion about how the larger space will affect the budget.

Andrew met with Kim last year about drafting a budget for the larger space. The estimated budget is \$44,000 higher than the budget for the current building. If we're in the new building in January, we would ask for part of that higher budget to get us through the end fiscal year 2016. Andrew asked Kim about including an article for the next Town Meeting requesting supplemental funds. On the floor we can name the amount.

MOTION: On a motion by Bob Carlson to submit an article to the November town warrant to cover operational expenses for the remainder of the year.

VOTED: Unanimous

IX Future Agenda Items

Next meeting will be held on October 14 at 7:00 PM at the Taft Public Library.

X Adjournment

MOTION: On a motion of Bob to adjourn the meeting, seconded by Jane.

VOTED: Unanimous.
Meeting was adjourned at 9:07 PM.

Minutes by Sharron Luttrell