

Board of Trustees of the Taft Public Library Minutes
Taft Public Library, Mendon, MA
Thursday, December 10, 2015
7:00 PM

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

Also present: Library Director Andrew Jenrich

I Call to Order

The meeting was called to order at 7:05PM by Amy Fahey

II Approval of Minutes

November 10, 2015 Minutes

MOTION: On a motion of Sharron Luttrell to approve the Nov. 10, 2015 minutes,
seconded by Ellen Agro.

VOTED: Unanimous

III. Directors Report

The staff salary increases went into effect November 23. Andrew has completed performance evaluations for staff.

Dan Gardner will fix the belfry. Boy Scouts cleaned leaves. Advanced Gutter System cleaned the gutters.

The Christmas Carol by Hampstead Stage Company is being jointly sponsored with the Senior Center Dec. 18.

The library is collecting party supplies for the nonprofit Birthday Wishes.

Andrew met with Kim about the FY17 budget. Proposed budget is \$228,891.

Original proposed budget was \$211,262 but the salary increases and accompanying increase to book budget bumped it up.

Waiver petition materials were mailed and we'll know in February whether it will be approved.

c/w Mars offers libraries wi-fi service. Andrew will contact state about that.

All National Grid bills for North Ave. are going through the contractor now.

IV Budget Review

Andrew reviewed the budget.

V. Building Committee report

Project pushed out to end of February. Budget is getting tight. Got a \$7,000 change order, leaving a tiny cushion. Paul Fitzgerald on the building committee is setting up donation of carpet.

VI. Fundraising Update

Capital fund is around \$85,000.

VII. Director's revised contract

Andrew presented his amended contract to include the recommendations of the Collins Center compensation schedule.

VIII. Executive session

MOTION: On a motion by Leigh to close the open session to hold an executive session to discuss personnel matter, seconded by Ellen.

VOTED: Unanimous.

IX. Meeting reconvened in open session

X. Director's Performance Review

The trustees went over Andrew's performance review.

XI. Future Agenda Items

Next meeting will be held on January 13 at 7:00 PM at the Taft Public Library.

XII. Adjournment

MOTION: On a motion of Sharron to adjourn the meeting, seconded by Ellen.

VOTED: Unanimous.

Meeting was adjourned at 9:32 PM.

Minutes by Sharron Luttrell