

**Board of Trustees of the Taft Public Library      Minutes**  
**Taft Public Library, Mendon, MA**  
**Wednesday, June 10, 2015**  
**7:00 PM**

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

Also present: Library Director Andrew Jenrich

**I Call to Order**

The meeting was called to order at 7:06 PM by Amy Fahey

**II Approval of Minutes**

**May 13, 2015 Minutes**

**MOTION:** On a motion of Leigh Martin to approve the May 13, 2015 minutes, seconded by Ellen Agro

**VOTED:** Unanimous

**III. Summer Reading Program Overview**

Children's librarian Tara Windsor presented this summer's reading program. The schedule is full of special events, performers, book clubs, movies, etc.

Kickoff will be June 24 at Clough with Science Tellers, which was very popular last year.

Last year just under 300 children participated and the hope is to have more participants this year.

Tara went to Clough to speak to the kids and handed out flyers explaining the program. The back of the flyer included a rundown of the year-round adult and children's programs to raise awareness of all of the programs that the library runs.

**IV. Directors Report**

Andrew presented his report. State aid money was used to cover the most recent staff meeting. He spoke of the impact to the library if the override fails.

The library is still open 22 hours fewer per week than previous to 2010 when funding was cut. That money has not been restored to the budget.

During the last three years, we have averaged \$1,800-\$1,900 in programming money. Before the cuts, we had \$10,000 in programming money.

If we are totally defunded, the library will close.

Discussed going to town meeting with an article for an override to fund the library.

S.P.I.R.I.T.S was here and were interested in the storage room. They'll be back Friday, June 19 to check out town hall, the old fire department and the storeroom again.

The Friends book sale netted around \$800, which will go into their operating expenses.

Andrew, Tara and Gabrielle from The Friends will be going on WMRC next week. Moved the computers to create room for the DVD collection, which also opened some space for programming upstairs.

Andrew is looking into Commonwealth eBook Collections and a music subscription called Freegle. Would like to expand online resources.

## **V. Budget Review**

Andrew presented the budget, salary and state aid reports.

Salary line item may be short, which means we will have to pull from state aid to pay the last two days of the fiscal year.

Bathroom is not working. In 2007 the toilet backed up over the weekend, ruining the carpeting. A plumber is coming tomorrow to look at it. Town says its budget is tight and asked Andrew to get an estimate. The board discussed whose responsibility it is to pay for the plumbing. The town paid for the repairs last time.

## **VI. Building Committee update**

Will find out this week whether contract was signed with general contractor.

The town is getting

\$50,000 back from the state for the energy efficient windows.

Working on planning the groundbreaking ceremony.

Gabrielle Porciello and Leesa Michael have been sending fundraising letters to businesses. There have been a lot of donations. There are only eight areas of naming rights that haven't been claimed yet.

Andrew talked to National Library Relocations, which gave an estimate of \$14-16,000. Two more moving companies are coming in to give estimates.

Amy talked to a former Millis librarian. They used Sterling and found them reasonable and professional. Andrew will ask them for an estimate.

## **VII. Andrew's Employment Contract**

Andrew's contract is up for renewal.

**MOTION:** to approve Andrew's FY16 contract made by Bob Carlson, seconded by Jane Blackwood

**APPROVED:** unanimously

## **VIII. Election of officers**

**MOTION:** by Ellen Agro to nominate Amy Fahey as chair, seconded by Jane Blackwood

**APPROVED:** unanimously

**MOTION:** To nominate Bob Carlson as vice chair by Amy Fahey, seconded by Leigh Martin

**APPROVED:** unanimously

**MOTION:** by Amy to nominate Sharron Luttrell as secretary, seconded by Jane Blackwood

**APPROVED:** unanimously

## **IX. Board Documents**

Andrew will gather the policies and the job descriptions that the board has approved and give to Amy so we can have them all together.

**X. Future Agenda Items**

We will skip the July meeting

**MOTION:** Ellen moved to table the July trustees meeting, seconded by Amy

**VOTED:** Unanimous

Next meeting will be held on August 12 at 7:00 PM at the Taft Public Library.

**XI. Adjournment**

**MOTION:** On a motion of Leigh Martin to adjourn the meeting, seconded by Amy Fahey.

**VOTED:** Unanimous.

Meeting was adjourned at 9:06 PM.

Minutes by Sharron Luttrell