LIBRARY TRUSTEE MINUTES

Monday, May 14, 2018

Attendance: Kevin Carleton, Carol Sullivan-Hanley, Nancy Verseckes, Chris Mirarchi, Sheila Kukstis, Elizabeth Holthaus and Jessi Finnie. Pat Murphy and Virginia Ayers, trustee elect and Foundation representative.

# The meeting was called to order at 7:02pm

Approval of Minutes: The minutes for February 2018 were approved with two corrections.

Public questions and/or comments: Members of the Scituate Garden Club were present. Their president, Suzanne Rynne requested the opportunity to have a Books in Bloom showcase in the Library on the weekend of October 9-11th. She, too, requested the opportunity to have a tea, where food will be served in the “Community Room” on the afternoon of October 9th for other garden club presidents. The Board of Trustees approved this request.

Correspondence: None

Foundation update:

1. MOAs (Memorandums of Understanding) were presented and approved for the Murphy and Spire Families. They will next be presented at the Board of Selectmen’s meeting on May 29th.
2. Ginny Ayers, representing the Scituate Library Foundation share information about the upcoming Books and Brews fundraising event, which will happen on June 3rd at Untold Brewery. Tickets for this event are $40.00 per person. She mentioned that several other events are “in the works”. There is a plan for other fundraising events that will involve whole family participation. There are two new Foundation fundraising members, Peter Roberts and Tom Esch.

Director’s Reports:

Library Facility

1. None at this time.

 Building Project Update

1. Ongoing issues

1. AHU2 repairs will involve a duct silencer of poured concrete and the relocation of the compressor to a non-invasive outside shed.

2. ADA Compliance- A plan is being developed that will create a “C shape” of landscaping to alter the steepness of the walkway. Patrons will access the building from the lower level and cameras and a “buzz-in” system will allow entrance.

3. The MLBC is expecting a final report.

4. A final walk-through will occur in the near future.

General Library News

1. A follow-up letter to the School Superintendent regarding the expectations of the summer reading lists will be forthcoming. It is an unreasonable request for the Library budget to provide all of this expense. Jessi desires a “place at the table” for a discussion with the Superintendent and Curriculum Coordinator as to how SPL and school libraries can work realistically to support students.
2. A Strategic Planning meeting will occur next week, and to date, there are 23 members representing the many facets of the town. A trained facilitator will be present at this meeting.
3. A network equipment update, Workflows system, will occur during the week of June 26th.
4. A half-day is scheduled for May 19th to review the impact of such an update with staff and to discuss the Library’s role in Disaster Preparedness.
5. The permit for the outdoor summer concert series will be discussed at the Board of Selectmen’s May 29th meeting.
6. The Garden Club proposal was discussed earlier in the meeting.
7. There are questions and the need for clarification regarding the practices of “for profit” presenters.
8. A part-time technician is close to being hired.
9. The Board approved the new and approved language of the Teen Room Policy.
10. The language of the Historical Room Policy is not yet completed.
11. The Trustees page on the Town website is complete.
12. Meescan, a self-checkout system is being explored with contributions from the Foundation and Friends to defray the cost.

Incident Reports

1. A patron fell on April 28th, but did not require medical attention.

The next meeting scheduled for June 11, 2018.

 Adjournment: 9:10pm