

LIBRARY TRUSTEE MINUTES

Monday, January 12, 2015

Attendance: Kevin Carleton, Carol Sullivan-Hanley, Jay Schwartz, Chris Mirarchi, Karen Canfield, Mary Anne Odell and Jessi Finnie, Ex Officio

The meeting was called to order at 7:35pm

Approval of Minutes: The minutes of December 8, 2014 were approved.

Foundation Update: John Koulopolous, a representative of the Scituate Library Foundation spoke of the the group's fundraising goals and procedures. \$2 million of the \$7million has been acquired. In October, 2014, the Foundation decided to enter a "quiet" phase of solicitation. It is the prediction of the Foundation that larger donations will occur once ground is broken and there is the opportunity to enlist the Naming Policy. Also, a plan is in the works to design and implement a comprehensive donor board. A subcommittee made up of Trustees and Foundation members is assigned to this task. These members include: Karen Canfield, Jay Schwartz, Skip DuBrusk, John Koulopolous, Gordon Price and Jessi Finnie. A final approval of the Naming Policy memorandum will be approved by Trustees and the Board of Selectman.

Director's Reports

- a. Public Building Commission hosted several public forums where interested parties could gather information and ask questions about building design and appearance. There were estimated 40-50 residents in attendance.
- b. The Board of Selectman will meet with the architect and OPM at their February 17, 2015 meeting.
- c. The OPM has been working to set up inter-department meetings, resolving issues around temporary space and seeking a moving company.
- d. The architect presented to the Library staff on December 10, 2014. The final Design Development will be presented on December 12, 2014.
- e. MBLC representative Laura Stara awaits the final Design Development.
- f. The Scituate Harbor Community Building has been secured for the Library's temporary quarters. Jessi has met with representatives from the Council on Aging and the Recreation Commission regarding their needs for this space.
- g. The Scituate Library Foundation will provide support as we prepare for the move.

Budget

- a. The budget has been funded to a level that will probably certify us for state aid. The final approval will occur in January 2015. The budget meetings with both Advisory and the Board of Selectman will occur on January 15, 2015 and January 20, 2015, respectively. It is recommended that a Trustee or two be present.

Cradles to Crayons

- a. The Library will participate in a state-wide fundraiser under the umbrella of MBLC.

Incident Report

- a. There was the fall of a patron on the lower level steps after a Sunday afternoon event. The steps are now closed.

The next Trustee meeting will be on Monday, February 9, 2015

Adjournment : 8:20pm