LIBRARY TRUSTEE MINUTES

Monday, December 11, 2017

Attendance: Kevin Carleton, Carol Sullivan-Hanley, Chris Mirarchi, Nancy Verseckes, Sheila Kukstis,

Elizabeth Holthaus and Jessi Finnie

# The meeting was called to order at 7:05pm

Approval of Minutes: The minutes for November were approved with minor adjustments.

Public questions and/or comments: None

Correspondence: There have been very negative posts on Scituate Monthly regarding a Children’s Room staff member. It is challenging to not want to respond to such unkind gossip. The Library Director may not respond; however, it is the discretion of Library Trustees.

A letter was received from a patron wishing to extend the Saturday and Sunday hours until 6:00pm. This would become a bargaining issue with the unions. We will take it under advisement. The Library is already open 63 hours a week. This is more than most South Shore communities.

Foundation update: Nothing to report at this time. Future MOAs will come our way when they are complete.

Director’s Reports

Library Reopening

1. A generator has been approved by PBC.
2. We hope that OBM will approve the expenses for a mobile shelving unit.
3. Walk-off mats have been approved.
4. Garbage cans have been approved.
5. Additional cleaning equipment has been approved and the Library now awaits its delivery.
6. We are still awaiting the delivery of replacement chairs. All of them will be replaced as several have broken with “regular” use.
7. The large bulletin boards have arrived as of December 11th. They will be hung in the front lobby with a protocol for hanging announcements.
8. The Mass Architectural Access Board has identified several violations. Simple changes were made right away. There continues to be a discussion regarding the slope of the outside (in front) sidewalk. A variance is being researched.

Building Project Update

1. Oudens Ello, PBC and the heating contractor need to resolve the AHU2 issues and provide more heat for the study rooms.

General Library News

1. A full-time Library Technician has been posted. To date, there are five candidates ready to be interviewed at Town Hall.
2. The Library will be part of the discussion for a Disaster Preparedness Committee as it moves forward.
3. A Long Range Planning Staff Meeting will be happening with an experienced facilitator.
4. The new and recommended protocol for the bulletin boards was described, discussed and approved.
5. The Unattended Child Policy will be revisited and voted upon now that we are in the new building.
6. A deceased patron has left 5% of estate to the Library. Jessi needs to present this to Board of Selectman. It is recommended that resources for “self-help” be chosen, as that was a topic of interest for the patron.

Incident Reports: A patron was found asleep in his car in the parking lot. The Scituate Police were called and it was resolved.

Adjournment: 8:50pm.