LIBRARY TRUSTEE MINUTES

Monday, September 11, 2017

Attendance: Kevin Carleton, Carol Sullivan-Hanley, Chris Mirarchi, Karen Canfield, Sheila Kukstis,

Elizabeth Holthaus and Jessi Finnie

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

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

Public questions and/or comments: None

Correspondence: None

Foundation update: Virginia Ayers was present with the most recent MOAs.

MOAs were read and approved for the following families and businesses: The Leach Family, Castagna Construction, Anne and Anthony Jones, Kevin Molloy.

Director’s Reports

Library Reopening

1. Jessi is working with Ginny to finalize the order for permanent donor signs.
2. The People Counter machine has not been accurate and the Library is working with SenSource to understand the problem.
3. A patron complained about the location of the Book Drop. This will also be shared with the PBC.

Building Project Update

1. The “noisy fan” has been located and work is currently being done to dissipate the loud sound.
2. Pricing comparisons are being made for the front entryway’s walk-off mats. It becomes quite slippery with moisture.
3. The landscaping concerns have been addressed with cleanup, reseeding and regular mowing.
4. The abutter lighting continues to be an issue.
5. Two of the Andreau World Chairs have split in the same spot. It is believed that they were damaged in transit and the vendor will replace them.

General Library News

1. The Policy Sub-Committee shared their current draft changes to the Tutoring Policy. It was reviewed and voted on affirmatively.
2. Kate has adjusted nicely to the teen position. She is implementing some great ideas and featured in an “introductory henna party”.
3. A new technician, Kristina Gilberti will begin work on September 18th. Her prior work experience has included a department manager position at Barnes and Noble and work in the Norwell Library.
4. A volunteer Trustee is needed for the Long-Range Plan, a yearlong experience.
5. Staff evaluations have been completed and returned to staff members.
6. Sunday hours are still attempting to be resolved.
7. A license of high quality Library photographs is available for $600. The Foundation has agreed to pay for half the fee and we are requesting that Library trust funds pay the remaining cost. This was agreed upon and voted for affirmatively.
8. The Library will be closed on Veteran’s Day.
9. No incident reports at this time.
10. Adjournment: 9:05pm

Adjournment 8:05pm.