LIBRARY TRUSTEE MINUTES

Monday, March 12, 2018

Attendance: Kevin Carleton, Carol Sullivan-Hanley, Nancy Verseckes, Sheila Kukstis, Elizabeth Holthaus and Jessi Finnie

# The meeting was called to order at 7:09pm

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

Public questions and/or comments: No one present

Correspondence: None

Foundation update:

1. MOAs (Memorandums of Understanding) will be presented at our next meeting.

Director’s Reports:

Library Facility

1. Generator- the PBC needs to initiate bids for the quotes for its repair.
2. Replacement chairs have been delivered and are in use at this time.
3. Leaks in the storage area wall are in the process of being repaired at Jessi’s urging. These stem from contactor errors although they are currently not taking ownership.
4. Boiler Lockout has been repaired.

Building Project Update

1. Ongoing issues

1. AHU2 is out to bid

2. ADA Compliance- There is discussion on how to make the front entrance area to Branch Street both handicapped accessible and aesthetically pleasing. A landscape architect is on board for this process. Estimated bids are up to $80,000.

General Library News

1. An art subcommittee is being developed to review and evaluate the displays for the Library. Members will reach out to professional and local artist Sergio Rufo for suggestions and recommendations.
2. Continued discussion occurred regarding a permanent, “Irish Collection” be established at the request of John Sullivan and the West Cork Sister City project. Carol provided illustrations and photographs of the current display at the Plymouth Public Library. It is currently felt that a permanent collection documenting the Sister City projects be showcased complete with artifact, photographs, documents and literature.
3. 2018 papers have been taken out for upcoming Board candidates.
4. There is an attempt to reach out to the Scituate Superintendent of Schools regarding a realistic partnership between the Library and public schools.
5. There is a current SEF display and auction in the Art Gallery.
6. There is a plan for outdoor family-friendly summer concerts to occur on Wednesday evenings from 6-7:30 on the grounds of the Library.
7. A recommendation will be made to the Scituate Board of Selectmen regarding 5% of an estate donated to the Library. It was recommended and supported that $15,000 of the donation be used for a naming opportunity.
8. The Board approved a $5.00 fine be applied to late DVDs. This will replace a previous $10.00 amount.
9. Emergency Plan is being developed with Police, Fire and Town Hall.

Incident Reports

1. A power outage occurred on Saturday, March 3rd through Tuesday, March 6th due to storm conditions. Power was restored at 3:30 p.m.

The next meeting scheduled for April 9th will need to be rescheduled due to Town Meeting.

Adjournment 8:50 pm