

LIBRARY TRUSTEE MINUTES

Monday, May 11, 2015

Attendance: Kevin Carleton, Carol Sullivan-Hanley, Chris Mirarchi, Karen Canfield, Jay Swartz and Jessi Finnie

The meeting was called to order at 7:35pm

Approval of Minutes: The minutes were approved with minor corrections.

Foundation update: Naming opportunities continue to be discussed. A fundraising gala is tentatively scheduled for September, 2016.

Director's Reports

Building Project Update

- a. Bonding
 - 1. The release of \$110,000 was unanimously approved by Trustee vote as the Town is going out to bond
- b. The second payment request was submitted on April 27, 2015
- c. The final pre-bid cost reconciliation is on budget
- d. A cancelled meeting with the Board of Selectman on 3/10 was rescheduled for 3/13 where a detailed discussion of funding structure of donations occurred
- e. A wrap-up party is scheduled for the afternoon of June 5th. Patrons are welcome to enjoy snacks and share a "library memory" on the walls of the lower level
- f. The Public Building Committee met on 3/21 and 5/05
- g. The OPM continues to facilitate the logistics of the move
- h. Relocation and Temporary Space
 - 1. The OCLN walk-through occurred on 4/23
 - 2. The collection is 80% "tagged" with pink dots in preparation for the move
 - 3. Some stacks were moved on 4/5
 - 4. The dumpster has arrived and the strategic move is on track to begin after the 6/5 closure

The Scituate Library Foundation met on 4/29

- a. They continue to work on a donor kit
- b. Naming Policy was unanimously approved by The Trustees as currently written
- c. The first funds of \$500,000 was given to the Town

Publicity

- a. Ann Zona has prepared a "scope and sequence" chronological timeline for the public
- b. A press release has been sent to the Scituate Mariner detailing the closing and the move

Town Meeting on 4/13 requesting CPC funding continues to be discussed by one patron

Dina Brasseur, YA Librarian, has resigned as she is to become the Library Director in Achushnet

Alice Beal, Library Technician of many years will be retiring

A unanimous vote to provide "gift account funds" for the Library staff to enjoy a dinner at the Barker Tavern as a token of thanks for their "above and beyond efforts" was approved

Strategic/Long-Range Plan is on hold

No Incident Reports

Next meeting will be June 22, 2015

Adjourned 8:55pm