

LIBRARY TRUSTEE MINUTES

Monday, September 14, 2015

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

The meeting was called to order at 7:30pm

Approval of Minutes: The minutes for August 10 2015 were approved with one minor correction.

No public questions and/or comments

Foundation update: A fundraising gala is scheduled for November 7, 2015. Since the groundbreaking, there have been several donations.

Labor Day vote: The Library Trustees present voted unanimously for the Library to be closed on Saturday, September 5th. Thus, the Library was closed on Saturday, Sunday and Monday. This will be revisited when we move to the new space.

Director's Reports

Updates on 44 Jericho Road

- a. The roof at 44 Jericho continues to need repair and it is of extreme importance that the HVAC installations occur before the onset of cold weather. To date, it is not out to bid.
- b. The outside wall is in need of painting and is a third quote of estimated expense needs to occur before the work can be done.
- c. The outside lighting needs to be increased and one quote has come forward to reflect the cost.

Building Project Update

- a. Castanga Construction has begun site prep and tree removal. It is unfortunate that asbestos has been found and it needs to be removed before demolition.
- b. The Town Administrator has assembled a five member subcommittee for interior design of the Library and Public Safety building. They will meet on September 23, 2015.
- c. Groundbreaking on September 1st at 10:00 was extremely successful
- d. Signage has not been in the scope of the architect nor the interior design committee. Thus, it needs to be researched.

St. Luke's

- a. The addition of a custodial staff member cleaning two times per week is working out.

- b. The fall schedule for Library events, the Recreation Department and the Council on Aging has been established.

Library News

- a. There are several open staff positions. A plan to change the current structure is being explored. It is the desire to serve the community better, that these changes may be made.
- b. The ARIS and State Aid requests have been made. The formula has changed to reflect the circulation of E Books.
- c. Scituate Reads has decided upon the book, Unbroken, by Laura Hildebrand. A number of events including a showing of the movie based on the book and a panel discussion will occur.
- d. The funding from the CPC will not quite cover the cost of New England Micrographics. The use of State Aid will make up the difference.
- e. Jessi will be on vacation from September 25th until October 2nd.

Incident reports-None

Next meeting will be October 26, 2015

Adjourned 9:00 pm