

Scituate Town Library Board of Trustees' Meeting Minutes

Monday, April 1, 2019

7:00 PM

Scituate Town Library – Large Conference Room

Attendance: Kevin Carleton, Elizabeth Holthaus, Carol Sullivan-Hanley, Sheila Kukstis, Chris Mirarchi, Pat Murphy and Toni Snee. Bernice Brown represented the Friends and Les Ball represented the Library Foundation.

Meeting called to order at 7:00.

- Approval of minutes- March 11th meeting minutes approved.
- Public Questions and Comments- None
- Correspondence –None. Kevin suggested that we make sure everyone receives the MBLC information.
- Friends
 - Potential Corporate Sponsorship for Summer Concert Series (VOTE). Bernice Brown spoke on behalf of the friends. She informs the Trustees that they receive funds through their once a year donor ask and anything else that comes in. Ms. Brown proposes that the Friends ask corporate sponsorship to fund the concert series. Logo and publicity consideration would be given to funders. The Friends are looking for \$500. This funding would be a pilot this year. They have not thought about which corporations would be approached. A suggestion that the Foundation guidelines for approaching donors may be used. A discussion re: suggestions for the Friends on next steps moving forward. The concept of corporate sponsorship, with further development by the Friends, was approved. The Friends will return with further information when developed.
- Foundation update
 - Les Ball informed the Trustees that he will forward any information from the state board. Les Ball spoke to the question about whether he can fundraise for the Foundation. He checked through with the state and he was told that he can fundraise and represent the Foundation. He spoke about some of the fundraising being done- Gala and creating a larger list of possible people to reach out to ask for a donation. Mr. Ball mentioned that his efforts include going through his church's directory and condo association to increase the list.
 - MOAs – Four MOA's- all voted and approved.
 - Kathy and John Ustas- Small bookcase
 - Barbara and Peter Roberts- Small book stack
 - MaryJo and Joseph McNally- Small bookcase
 - Cecilia and David Comeau- Large bookcase
 - Naming- Mr. Ball also informed the trustees that some small changes have been made to the "Naming Opportunities" list. There were some corrections and additions of new naming opportunities. The vote was approved.
- Director's report
 - Building project updates
 - No news at this time. Concrete numbers are hoped for soon.
 - General library news

- Automatic renewals—Will begin 4/1. Notifications of automatic renewals went out electronically today (April 1); more will go out tomorrow.
- Hot water heater/MIAA—claim submitted. Funds are still being awaited for drywall completion.
- Library of Things—Launched on 3/9. This has been very popular and new additions have been added. Gardening supplies, headlamp, a tent, etc. Fishing poles have been suggested.
- *Burbio*—Announcement sent to patrons 3/20 (with disclaimer). The Burbio app is live and in action.
- Patron Behavior Policy—Proposed changes- this will be postponed until May. (VOTE in May)
- Scituate Education Foundation grants (2 submitted); a writing course for tweens and a series of lectures for small businesses and entrepreneurs. Elizabeth thinks that it will not be until the end of May before they hear back from SEF.
- Outdoor Entertainment Permit—Summer Concert Series. This will be submitted for the April 23 BOS meeting. There is a proposed time change to 6:30 -7:30. The series would run from July 10-August 14
- Children’s Room Poster- Toni will send this out to trustees as soon as she gets this from Anne.
- Senior Library Technician/Technology Coordinator position (posted). Friday is Ann Zona’s last day.
- The library has received the window shade quote from Ann Burbine at The New Upholstery Shop for the large conference room, the small conference room, staff office and break room.
- Jessi will be taking over statistics reports when Ann Zona leaves; Jessi will be tweaking the reports a bit and they may not be as detailed as Ann’s reports.
- Incident Reports
 - Patron fall, 3/15/19- Child fell and cut his lip. First aid and ice pack was offered. Child was fine.
 - Odor of gas, 3/23/19- During a children’s program a patron said they smelled gas. Neither the fire department nor the gas company detected anything.
 - Kevin Carleton mentioned that on Saturday March 30th a patron was upset that the Local History Room was locked. The patron was very agitated and this escalated when the staff tried to explain how to access the Local History Room. The staff disengaged and got police assistance. The patron then used language about Muslims and Mexicans and women working in libraries.
- Kevin told the Trustees about a fictionalized movie called “The Public” about the public library in Cincinnati. The trustees discussed this a bit. The movie will be released on April 5th.
- Next meeting date—May 6, 2019
- Adjourn at 7:45.