

Scituate Town Library Board of Trustees' Meeting Minutes

Monday, June 10, 2019

7:00 PM

Scituate Town Library – Large Conference Room

Attendance: Jessi Finnie, Kevin Carleton, Elizabeth Holthaus, Sheila Kukstis, Pat Murphy. Ginny Ayers represented the Library Foundation. Karen Canfield represented the Board of Selectman.

Meeting called to order at 7:03.

- Approval of May 6 minutes approved as amended.
- Board Reorganization (VOTE) – It was requested by Jessi to table this discussion to the next meeting (July 8) because two members were absent from the meeting:
 - Meeting schedule 2019-20 (review and VOTE)
- Public Questions and Comments
 - Karen Canfield commented that the Gala was phenomenal and a great wrap up to the Foundation fundraising.
- Correspondence -None
- Foundation update
 - Ginny Ayers reported that \$48,000 was raised . An announcement of a pending \$100,000 gift was made. A reporter, Gloria Negri, who worked at the Globe for the majority of her career died a few years ago. Two executors of the estate report the recommendation of the \$100,000 gift. This was made public although not fully approved. An appropriate naming will be decided at a later date.
 - Ginny spoke about the small conference naming that was signed off with the donors before the larger donation amount was fully approved. The small conference room will be at the previous level.
 - New Members Thomas Esh and Kelly Butterworth were put forward as two new Foundation members. This was voted and approved.
 - Ginny reported that she will be at the BOS meeting on June 25th to give a check from the Foundation.
- Director's report
 - Building project updates
 - PBC Meeting 5/28- Sidewalk project was discussed. It should be moving forward tomorrow. Jessi doesn't have a lot of other details. They will be filling in the closet floor as well. Jessi doesn't anticipate that this will be a long project. The library sign may not stay upright when this work is done. If that occurs, the sign will not be put back up as it is rotted.
The sidewalk crossing lines will be done as well as part of this project. The tactile warning strips will also added at the time. These are the last pieces of the outstanding issues. There was some discussion re: the generator issue.
 - General library news
 - Patron Behavior Policy—Proposed changes (VOTE)- Tabled by Jessi until next meeting
 - Outdoor Entertainment Permit—Food trucks- This does not need to be a formal discussion point because Town Hall needed a letter from Trustees their approval. In the meantime, Jessi has not been able to get a response from any vendors so

she would like to look into it for next year. It would then be part of the entertainment application process.

- Flag Pole- The library is receiving a flagpole from public safety. Public safety has received a new larger one and is giving the older one to the library. Jessi is discussing spots with Kevin Kelly. Lighting is a concern because the flagpole is not lit. It will be a custodial duty but the custodian leaves at 3:00. Discussion occurred about the lights and whether a lit flagpole may be a concern for the neighbors.
- SEF Grants- The library received two SEF grants.
- Piano Donation- The library received an offer for a piano. Jessi spoke with Kevin because she had to make a decision. Kevin was in favor and Jessi accepted the donation. If the piano cannot be maintained, the donor understands that it may not be retained. Jessi thinks that it would be placed in the community room.
- Summer Reading Kickoff will start July 10th from 5-7 pm. This is also the first night of the summer concert series (6:30).
- OCLN Retreat- Jessi felt that perhaps they did not get as much out of this retreat. This is mid-strategic plan. Another library approached the OCLN to be part of the network. The executive board made the decision that seemed to be contrary to the by-laws. More transparency and clarity on the by-laws was discussed. Most college libraries are no longer part of the network.
- Outdoor landscaping, spring cleanup happened and it is evident. It is budgeted and Jessi feels that it is important to stay on top of this. The dead trees will be removed and new trees will be planted.
- Website RFP/State Aid money- The RFP for the new website will need to be written. The proposals will be completed so that proposals can be submitted by mid-August. Jessi wants to take the funding from state aid. The available balance is just under \$30,000. This is down from just under \$100,000. Many building related expenses had to be taken from state aid this year because there were no other funding sources. Sprinkler system test, elevator inspection permit, shelving for storage area, AED batteries and roller shades. The Westwood Library and Brookline Library have websites that could be viewed as example sites.
- Miscellaneous
 - A security upgrade was voted at town meeting for the schools. Jessi thought the library was included. Karen Canfield will check on this.
 - Gentlemen showed up at the library today about energy efficiency. One of the proposals is electric car charging stations. Do users pay for this at the charging station? Perhaps near the bike rack? Jessi thinks that this may be too wet an area.

▪ New business

- Last week toward the end of the week, it was noted that the teachers' union rejected the schedule for two more library paras in the elementary schools. This is budgeted but for now there remains only two paras for four schools. Jessi notes that this is very disappointing. The children's librarian notes how much PBL is used at the elementary level and that research is a cornerstone for PBL. The question from Jessi is whether the trustees support asking for an agenda item on a future School Committee meeting to discuss this.

- Incident Reports

- A car rolled into another car in the parking lot. No one was hurt. Police were called.

- Next meeting date—July 8 2019.

- Adjourn at 8:36