

Randall Library Trustees

Meeting Minutes

Date: January 10, 2018

Location: Randall Library

Present:

Marianne Sharin

Barbie Wolfenden

Tim Reed

Maureen Busch

Kathy O'Brien

Melissa Fournier, Library Director

Absent:

Bob Katz

Agenda:

1. Acceptance of Minutes from December 14
2. Director's Report
 - o New Hire Update
 - o Library Statistics
 - o Library Use Committee Update
3. Restoration Update
4. Financial Advisor Status
5. Chairman's Report
6. New Business
7. Public Comment
8. Next Meeting Thursday, February 15th

Action Items:

Action Item	Responsible	Due date	Completed
Memo to town regarding storage of display cases	Tim	2/15/2017	

Minutes

Meeting was called to order at 7:32 p.m.

Barbie made a motion to accept the minutes of the December 14. Tim seconded the motion. Vote was unanimous (5-0-0)

Director's report:

1. New hire update and introduction: Lily Nicolazzo – started before Christmas. She has a B.A. from Mass. Art specializing in weaving and fiber arts
2. Statistics – Tim would like to reformat the statistics to help make more sense of the long range trends
3. Just got a memo from Wendell regarding the asbestos abatement question
4. Campbell Construction would like to start work next week assuming they are bonded, etc., and town has moved everything out

5. Display Cases: Doug Hyde recommended they be stored in the reference room. Melissa is concerned that space will be too tight and there will be a liability issue. Closing off area for restoration means more people in the remaining library space (meetings, programs, etc.) Discussion about sending a memo to Bill Wrigley, Craig Martin, Doug Hyde regarding the fact that the restoration committee was told that the cases would be put into storage. Tim will compose an email detailing library concerns about storing the cases in the reference room.
6. Current custodial services schedule does not work for the library because the schedule does not allow for cleaning before the library opens on Saturday; Melissa was told that the schedule can't be fixed
7. Library use (strategic planning) committee: Melissa has gotten some response, but so far no letters expressing interest.

Restoration: committee will meet 1/11. Current estimate of asbestos abatement will be manageable.

Financial Advisor – no updates; paperwork has not been completed

Chair report:

1. The first installment of state aid will amount to \$4097.23
2. Future agenda items: annual report to town will be done soon. Director's evaluation must be done in open meeting. If anyone has concerns, make sure they are addressed soon, especially if they can be addressed quickly.

New Business:

1. Kathleen Pavlechek speaking as rep. of Friends regarding the money that they will donate toward the restoration. Estimates for the price of some of the furnishings that they were planning to sponsor have come in higher than anticipated. What do the trustees want (spend less and only get 1 cabinet, or do more fundraising to pay for a second cabinet?) and when do we want it? One possibility was to fund 1 bookcase, then kick off a focused fundraiser for the second one. Purpose of the cases is to display for some of the original old books that have been in storage. Friends' ability to fund the second bookcase now is dependent on what other items the library might need funded in the near future. Sense of the board is that if there is a price advantage to getting both cases made at the same time, then it makes more sense to go ahead and find a way to purchase both now. Board doesn't anticipate any urgent funding requests on the horizon.
2. Barbie – would like to fund a shrub to thank Garden Club for all the plants and flowers they have planted in front of the library.

Next meeting: Thursday, February 15, 2018

Marianne made a motion to adjourn. Kathy seconded. Vote was unanimous (5-0-0). Meeting adjourned at 8:37 p.m.

Respectfully submitted,

Maureen B. Busch