

## **Randall Library Trustees**

Minutes of June 13, 2018 Meeting at Randall Library

### **Present:**

Tim Reed  
Barbie Wolfenden  
Laura Reiner  
Carol Stoltz  
Kathy O'Brien  
Maureen Busch

Melissa Fournier, Library Director

Member of the Public: Kathleen Pavelchek

### **Agenda**

Acceptance of minutes from May 16  
Director's Report  
    First reading of library policies to adopt  
Treasurer's Report  
    Status of trust funds  
Restoration Update  
Chairman's Report  
    Renovation timeline  
New Business  
Public Comment

### **Decisions & Action Items**

- Melissa will revise draft policies on Public Space Use and Anti-Bullying and distribute them to the board for review and vote.
- Tim will rebalance our investments to restore the 60-40 equities-to-bonds ratio.

### **Minutes**

The meeting was called to order at 7:30pm.

#### **Acceptance of Minutes from May 16**

Barbie moved to accept the minutes of the May 16 meeting; Kathy seconded. The minutes were accepted (6-0).

#### **Director's Report**

Circulation statistics: e-use is up; Melissa predicts an increase in library use once the restoration is complete.

The Board reviewed and discussed draft policies. A policy on Unattended Adults was felt to be unnecessary as the situation is already covered by the general patron code of conduct; Melissa will retract this draft policy. The LegoWeDo2.0 Kit lending agreement was generally agreed to be useful and will be voted at the July meeting. The Public Space Use Guidelines (to ensure that space is shared in a way that is respectful of others) likewise will be edited and reviewed for vote at the next meeting. Regarding the Anti-Bullying Policy, it was suggested that it be added to the employee handbook, with a separate policy for patrons. The draft will be amended with corrections and additions and reviewed for vote at the next meeting.

### **Treasurer's Report**

The Organization Resolution has been mailed to Vanguard and is being processed.

We need to rebalance our investment portfolio to restore it to our customary 60/40 equities-to-bonds ratio. Currently we have 73% in equities. Barbie moved we adopt Tim's rebalancing proposal; Maureen seconded. The motion was adopted 6-0.

### **Restoration Update**

Local contractor Edmund Green removed shelving in the turret, a tremendous improvement. He will install window seats there with storage underneath. There will be a meeting about the display cases and historical materials next week.

Kathleen Pavelchek, representing the Friends of the Randall Library, asked for clarification on several points. The Friends would like wording for gift plaques for the furniture they are providing and wonder who will make the plaques and apply them. The Trustees decided that Melissa and the Friends will work out these details. The Second Century Fund will likewise discuss a plaque for their gift at their upcoming meeting. Kathleen said the Friends look forward to the celebration when the restoration is complete, and can contribute to the costs of that event. The celebration is on the Trustees agenda for the July and August meetings. Lastly, monetary gifts to the Friends made in memory of Bob Derby were accepted gratefully by the Trustees.

### **Chairman's Report**

Potential library renovation: Tim shared a document outlining reasons why we wouldn't apply for state funding (currently no funds are available and the waitlist is 22 towns; state funding would delay the project by 4-10 years or more). The Trustees discussed the draft timeline and agreed that dependencies should be included – what steps are dependent on others.

### **New Business**

There was no new business.

Laura moved to adjourn the meeting; Maureen seconded. The vote was unanimous 6-0. Meeting was adjourned at 9:08pm.

Respectfully submitted,

Laura Reiner