

## **Randall Library Trustees**

Minutes of July 11, 2018 Meeting at Randall Library

### **Present:**

Tim Reed  
Barbie Wolfenden  
Marianne Sharin  
Laura Reiner  
Carol Stoltz (arrived 7:31pm)  
Kathy O'Brien  
Maureen Busch

Melissa Fournier, Library Director

### **Agenda**

Acceptance of minutes from June 13  
Director's Report  
    Adoption of library policies read on June 13  
Treasurer's Report  
    Rebalancing of trust funds  
Restoration Update  
Chairman's Report  
    Preparations for dedication of the Restoration Project  
New Business  
Public Comment

### **Decisions & Action Items**

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### **Minutes**

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

#### **Acceptance of Minutes from June 13**

Maureen moved to accept the minutes of the June 13 meeting; Kathy seconded. The minutes were accepted (5-0 with one abstention).

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

The Board briefly discussed the pending departure of staff member Olivia, and wages. Melissa will investigate town procedures for hiring for this position internally and advertising the resulting vacancy.

The Board next took up the draft policies:

- Kathy moved to adopt The Public Space Use Guidelines as revised; Maureen seconded the motion; the guidelines were adopted by a vote of 7-0.

- Laura moved to adopt The LegoWeDo2.0 Kit Lending Agreement with 2 changes; Marianne seconded the motion. The lending agreement was adopted by a vote of 7-0.
- The Anti-Bullying (of library employees by other library employees) guideline is technically not the purview of the Board, but the Director wished the Board to be aware of it; the Board affirmed the guidelines.
- The Anti-Bullying (of library employees by library users) Policy for Randall Library raised some discussion. Laura moved to adopt, Marianne seconded; the policy was adopted (5-2).

### **Treasurer's Report**

Tim has started the rebalancing process with Fidelity Investments. We need to establish a brokerage account with Fidelity to access the certificates of deposit (CDs). No fee is involved.

### **Restoration Update**

There is no news, pending a construction meeting July 12.

The Historical Society met with the Historical Commission about hanging the pictures. A rail can be installed from which to hang the pictures. Placement of the cases will be discussed at the July 12 meeting.

Regarding the missing pictures: it appears that most of them may never have been in the library; one will be returned to the library as part of the restoration.

### **Chairman's Report**

Preparations for dedication of the Restoration Project: the Friends of the Randall Library will fund the formal dedication gathering. Lights will be installed mid-August. Historical objects need to be reinstalled. The Dedication will take place in September. This is a great opportunity to advertise what the library's about, with a show-and-tell of all the activities hosted by the library. We should invite our state elected officials and the Mass. Board of Library Commissioners.

Potential library renovation project: Melissa added some dates to the draft timeline. Tim passed out handouts: the 2012 proposal specs for the RFP with some items updated to reflect repairs made, and the 2012 architectural scheme. The Board discussed some of the costs involved in repairing as an alternative to renovation, such as the sloping glass roof, the elevator, etc., as well as the possibility of creating a makerspace.

### **New Business**

There was no new business.

Laura moved to adjourn the meeting; Kathy seconded. The vote was unanimous 7-0.  
Meeting was adjourned at 9:00pm.

Respectfully submitted,

Laura Reiner