**Randall Library** Trustees **Meeting June 12, 2019**

Present: Laura Reiner, Tim Reed, Marianne Sharin, Maureen Busch, Carol Stoltz, Melissa Fournier (Library Director)

Absent: Barbie Wolfenden, Kathy O’Brien

Public: Kathleen Pavelchek

**Agenda**

Acceptance of Minutes from May 15th Meeting

Directors Report

 Library Statistics

Chairman’s report

 Library Personnel

 Whitney Room – Design of CPC Plaque

 Formation of Library Building Committee

Old Business

 Building Air Quality

New Business

 Report of Randall Friend Activities

Public Comment

Adjournment

Next Meeting July 10, 2019

**Minutes**

The meeting was called to order at 7:01 p.m.

Maureen made a motion to accept the minutes of May 15; Laura seconded the motion. The motion carried 4-0 with 1 abstention.

**Director’s Report**

The electric bill has been higher since the meter was changed and although there are not enough funds in the electric line item budget, funds are available from other sources to pay until the end of the Fiscal Year. The Energy Working Group is checking this out on an ongoing basis.

The Social Media Policy was distributed for future discussion.

The summer reading program, a Universe of Stories, was off to a great start with 140 folks attending the launch at Pine Bluffs. This is a space focused program.

Kanopy , a streaming service for movies, documentaries , and foreign films will be available to library patrons beginning July 1, 2019.

**Chairman’s Report**

The Library Director, Melissa Fournier, has submitted her letter of resignation. She expressed her gratitude to the Board for their continued support throughout her 7 years at Randall. And the Board in turn thanked her for the exceptional job she has done.

Interim Library Director – Tim will investigate Biblio Temps, a resource available through the Massachusetts Library Systems (MLS), to find interim candidates since Melissa will be leaving on August 2. He will report at the next meeting.

Tim distributed a Process for Director Hiring. The Trustees agreed to establish a search committee made up of 3 Trustees – Maureen Busch, Laura Reiner and Marianne Sharin. The search committee will share their progress in Trustees meetings and will elicit input from user groups. The search committee was reminded that their work was subject to the Open Meeting Law and therefore they needed to post meetings 48 hours in advance. There was a general discussion of the qualities we are looking for in a new Director.

Discussion of the design of the CPC plaque was tabled for our next meeting.

The Board voted to accept Kat Copeland as a member of the Building Committee. The Building Committee now consists of Kat Copeland (Friends), Tim Reed and Carol Stoltz. Someone from the Finance Committee will be added as well as 3 other interested parties, hopefully including someone from Sustainable Stow. The RFP is in progress.

**Old Business**

The Building Air Quality report has been received. At this point we are waiting for Craig Martin’s recommendations about CO2 levels and surface cleaning for fungi.

**New Business**

Kathleen from the Friends reported that they were very excited about the possible renovation project and have formed Publicity and Fund Raising Committees. She and Tim will talk to various town groups to elicit support and the programs will be in full gear come the fall. It was emphasized that folks talking about the renovation should have the same message. Kathleen will contact Nashoba to see if a design class would be interested in reimagining the Library as one of their projects. The Trustees expressed continued interest in the Friends contributing for blinds for the upstairs room, tables for kids’ projects and shelving in the Youth Services area.

The Trustees decided to table the decision to move the Director’s office until the new Director is hired.

Group access for meetings at the Library should be available when possible. Carol will follow up on a complaint about this.

Adjournment

Laura moved that the meeting be adjourned and Maureen seconded the motion. Meeting adjourned at 9:11 pm.

Respectfully Submitted,

Carol Stoltz

*Adopted July 10, 2019*