

Minutes Randall Library Trustees October 10, 2018

Present: Tim Reed, Barbie Wolfenden, Maureen Busch (arrived 7:35pm), Laura Reiner, Kathy O'Brien, Marianne Sharin, Carol Stoltz. Melissa Fournier, Library Director

Public observer: Kathy Pavelchek

Agenda

Acceptance of Minutes from September 12th Meeting

Director's Report

Library Statistics

FY20 Budget

New Personnel Hiring Policy

Treasurer's Report

Restoration Update

Chairman's Report

Space Request for Materials Storage Pilot Program

Preparations for Official Opening of Restored Second Floor

New Business

Public Comment

Adjournment

Next Meeting November 14th

Minutes

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

Acceptance of Minutes from September 12th Meeting

Barbie moved to accept the minutes of September 12; Kathy seconded the motion. Minutes were accepted (5-0, 1 abstention).

Director's Report

Library statistics for September 2017 were inflated by construction workers' traffic in and out of the building.

The *Stow Independent* had nice coverage of forthcoming library programming.

The library had a huge turnout for the kids' Slime-making program.

FY20 Budget

- added a Library Page Runner (for retrieval from offsite storage) for the future. Tim noted that this position could be repurposed if necessary. A question was raised about what transportation the Runner would use; these details would be worked out in accordance with town policy.
- Given the library's recurring problem retaining qualified staff because of non-competitive pay (losing 3 people in 3 years), the question of raising staff pay was put forward. The town management does not view raises favorably at this time. The Trustees agreed that we need to continue to press this issue with the Selectmen.
- FY20 expenses: increased electrical and HVAC reflect increased use of the newly restored space, climate change, and increased fuel prices. The network membership fee is also increasing; everything else is level funded. Overdrive's cost had been climbing but has leveled off at about \$5,000/year. The state is networking all Overdrive services together.

- Offsite storage: no cost to the library if we use town storage space. The Director noted that a pilot project to move materials to offsite storage and retrieval will cost \$1500-2000. Such a project signals our intention to renovate the library.

New Personnel Hiring Policy

- This is tabled to the next meeting so that the Director can develop an appropriately-worded draft policy.

Treasurer's Report

The stock market is down; we need to wait to see the full impact of this.

Restoration Update

Final repairs and finishing touches are complete : a hole behind the clock was filled; the ramp to the patio door was installed, and dimmers were adjusted.

Chairman's Report

Tim submitted a space request to the Building Inspector and Town Manager for a pilot materials storage program. The response was encouraging. They asked where circulation/staff would be located during a renovation. Tim is looking at possible retail spaces in town.

Laura moved that the Trustees request pilot storage space at Pompositticut Community Center; Kathy seconded. The motion carried unanimously (7-0).

Restoration Revel/Reveal

Invitations have gone out. Kate Hogan is coming. Paul Spiedel will provide music; Emma's Cafe will cater. There will be a display on the various library groups, such as the Friends, 2nd Century Fund, Legos Club, and Reading Dogs. Tim and Melissa will speak. The Stow Historical Society may also speak. Kate Hogan will speak around 4:30-5:00.

New Business

Following the phenomenal success of the Slime workshop, Chris the Youth Librarian has requested storage space for the materials for such events. Melissa is working on this. A makerspace table would be very useful and the funds are available. There would be space for it once the pilot storage project frees up space.

Public Comment – none.

Next Meeting: November 14th. Tim will be away; Barbie will preside.

Adjournment

Kathy moved to adjourn the meeting; Maureen seconded. The vote was unanimous (7-0).

Meeting was adjourned at 8:40 pm.

Respectfully submitted,

Laura Reiner