

Sharon Public Library Board of Trustees
Regular Session
February 27, 2013

Attendance:

Trustees: Kirstin Gray, Bob Levin, Alyssa Wiener Rosenbaum, Carolyn Weeks, Cheryl Weinstein
Library Staff: Barbra Nadler (Library Director)
Guest: Joe Garber – front door contractor

The meeting was called to order at 7:35 p.m. by Bob Levin.

New Front Door: Joe stated that the original doors were vertical grain fir, which is what his original estimate was for. Spanish cedar is a softer type of wood but is more bug resistant than fir and will cost \$2,000 more. The decision was made to stay with the original and use fir. Bob asked for a kick plate for the door. Window will be 5/8" – 3/4" impact resistant argon filled. The transom glass up top will also be double paned. The total will be 15,145 - 12,925 for materials and 2,220 for labor. Special orders need to pay up front. Hopefully the town will cut the 12,925 check in the next week or so. Doors should arrive 6 weeks after the check is received. The inside of the door will have a crash bar and a vertical bar. There will be automatic closers with an astragal strip, bright brass lever handles and an actuator.

MOTION: Bob moved and Carolyn seconded a motion to revert to the previous contract with fir doors as specified and a cost of \$15,145. The motion passed unanimously.
Joe will make a new invoice. It should take one day to install the door. Barbra will look into what it will take to alarm the door. Joe left the meeting.

Minutes

- Cheryl will send the updated minutes to Barbra. There wasn't a quorum so the minutes could not be voted on.

Treasurer's Report

- Eastern Bank Account: \$1,746.52
- MMD Account: \$8,568.24

MOTION: Cheryl moved and Bob seconded a motion to accept the treasurer's report. The motion passed unanimously.

Friends

- Looking into ideas for fundraising:
There is a tea in April, and working on a town wide mailing for the next newsletter.
- Combined program with Women League of Voters in April regarding gun violence.
- The Friends are waiting for a wish list from Barbra who is waiting for guidelines from Nancy.

Director's Report

- Youth Services Librarian: Lucy Borgheiinck has been hired and she seems like a good fit. She took a year and did work in various types of libraries to figure out what she wanted to specialize in.
- One Book, One Town: Two book discussions scheduled on Fri the 13th at Barnes and Noble and another on the 21st. Nothing the last week of March. April 1 is sisters in crime mystery writers and William Landay on 4/6. This is sold out and Barbra will look into the availability of the High school and ask the committee if they want to change it.

- Capital Outlay: Barbra is waiting to hear from Ben.
- Budget: Budget money from MEG was for stairs. Barbra should not pay for work before getting a guarantee.
- 2014 Fiscal budget: Draft has been released by selectmen. Our budget increased 2%
- Alarm: Barbra will update the alarm company's who to call list.

ESOL

- Shelley from the Library Board of Commissioner was in for a second round of conversation about the circle grant. She liked everything going on. Barbra suggested we have a volunteer liaison.

REQUESTS

- Barbra has a request from the AP Chinese School who wants to have a chess tournament and charge a small admission fee. Our rule is that no such fees can be charged on library premises. Decision: The AP Chinese School cannot charge a fee on library premises.

Director's Review

- **MOTION:** Bob moved and Cheryl seconded a motion to accept the Director's review. The motion passed unanimously.
- **MOTION:** Bob moved and Alyssa seconded a motion for a 0% increase for the Director and recommend the salary remain the same through 2014. The motion passed unanimously. Bob will forward the recommendation to the personnel board and the selectmen.

Action Item Update

- Wimpy Kid author: Bob is having lunch with him on Friday and will approach him about appearing at the library, maybe during the centennial, maybe as a fundraiser for the Friends.
- Alarm Codes: Should be changed tomorrow (Thursday 28th.)
- Library Foundation: Cheryl needs to find out from Roberta where we stand on the transition.

MOTION: Cheryl moved at 9:20 p.m. and Kirstin seconded the motion to adjourn for the evening. The motion was unanimously approved.

The next regular meeting will be Wednesday, March 20, 2013 at 7:30.

Action Items Summary

Ongoing:

- All: Preparations for centennial celebration
- Trustees: Review timeline

December 10th Meeting:

- Bob: Obtain quote from job coach.

January 23rd Meeting:

- Barbra: Call the alarm company to find out if we can administer the codes ourselves. Change all the codes and get a report on code usage.
- All Trustees: Fill out the Conflict of Interest Form

February 27th Meeting:

- Barbra: Look into what it will take to alarm the new front door.

- Barbra: Get guidelines from Nancy and make wish list for Friends.
- Barbra: Look into the availability of the High school for the 4/6 One Book, One Town program and ask the committee if they want to change it.
- Barbra: Update the alarm company's who to call list
- Bob: Forward the Director's salary recommendation to the personnel board and the selectmen.
- Bob: Lunch with Wimpy Kid author on Friday. Approach him about appearing at the library, maybe during the centennial, maybe as a fundraiser for the Friends.
- Cheryl: Find out from Roberta where we stand on the transition of the Library Foundation.

Respectfully submitted,

Cheryl Weinstein