

July 11, 2018
Sharon Public Library Board of Trustees
Regular Session

Attendance:

Trustees: Carolyn Weeks, Cheryl Weinstein, Bob Levin, Wendy MacArthur, Loretta O'Brien
Library Director, Lee Ann Amend
Finance Liaison: Hanna Switekowski

The meeting was called to order by Cheryl at 8:00 PM

Minutes:

Introductions to the finance liaison for the library.

Caroline moved to accept the minutes of June 20, 2018 with the removal of promotion for the Friends of the Library. The Friends can promote themselves. Seconded by Cheryl. Approved unanimously.

Treasurer's Report

- Eastern Bank Account: \$ 971.37
- MMDT Account: \$ 1,830.80

Friends Report

- Working with the Moms Club of Sharon to help fundraise for the Children's Room. TBD what the Moms Club will contribute.

Budget

- Reviewed by Board.

Foundation Reports

- Libby is finalizing packet for the library. Should be completed in the next week.
- Working to create a handout for Square Jam. Details to be determined.

Director's Report

- New shelving is being made to accommodate the large print books.
- Trustee meetings have been officially moved to the 2nd Wednesday of the month.

MOTION: Bob motions to enter into contract with PSC to perform the pedestrian and traffic studies needed for the new library in the amount not to exceed \$7,200 with a completion date on or before before by Nov. 30 , 2018. The money is to come from state aid. Motion unanimously approved.

Adding Library Building Committee meetings on September 6th and 20th in the reference room of the library.

Wendy moved to adjourn the meeting at 9:25 pm. Carolyn econded. The motion passed unanimously.

Next meeting September 12 , 2018 - 7:30.

Action Items Update

- Cheryl to ask Libby to review ROI sheet and make it more attractive - *complete*

Action Items Summary

- Project Planning to commence in September.
- Looking to have the Finance Committee to do a walkthrough of the library space to understand the issues of the current space.
- LeeAnn to look into what a water sensor in the lower level would cost and how it may help for future flooding.

Respectfully submitted,

Wendy MacArthur