

Sharon Public Library Board of Trustees
Regular Session
January 15, 2014

Attendance:

Trustees: Bob Levin, Jackie Modiste, Alyssa Wiener Rosenbaum, Carolyn Weeks, Cheryl Weinstein

Library Staff: Lee Ann Amend (Library Director)

The meeting was called to order at 7:40 p.m. by Alyssa Rosenbaum.

Minutes

MOTION: Alyssa moved and Carolyn seconded a motion to approve the minutes of the December 18, 2013 regular meeting. The motion passed unanimously.

Treasurer's Report

Eastern Bank Account:	\$ 1,582.58
MMD Account:	\$ 8,583.61

Friends

Working on book sale. Want to put a tent outside the door, need to call Verizon, or maybe use church lawn.

The Friends would like to know if we will allow them to charge a fee for a program.

MOTION: Bob moved and Alyssa seconded a motion to amend existing library policy to allow the Friends and the Library Foundation to have functions within the library for which they will either charge admission or accept a donation for the benefit of the library. The motion passed unanimously.

Reports

Budget

Postage for December mailing needs to be reclassified as state aid. Lee Ann will make the change.

Director's Report

Planning and Design Grant - Lee Ann suggests that we hire a part time consultant if we get the grant as she has already done much of the work. Alyssa wants to know if we can postpone the decision. Lee Ann will get a resume from a potential consultant and some figures.

We will need to mobilize to get people to come to town meeting in May and vote for the library grant match. Alyssa will go to the next Friends meeting on Feb 10th to see if they will take charge of publicity for this. Will use vertical response message signed by the Friends to garner

support. We will need signage and a strong representation at the Fincom meetings discussing that article. We need to be prepared, organized, and thorough.

Preservation Grant for Palladian windows - will require historical restrictions on the building and land which is already in historic district. Need funding up to 75% in place to approve the project. They will approve repair in kind, storm windows but not straight-out replacement. They pay in two increments and you may need to pay the contractors before you receive the rest of the money. Lee Ann received grant application and attended the workshop, Lee Ann is doing the due diligence to see if it makes sense to apply for the grant. The town wants us to find other funds so Lee Ann is persuing it.

Vertical Response - you only get 10,000 free emails a month.

Trustee Items:

Centennial - Displays coming along, rededication in the spring.

Bylaws - Everyone now knows how to get to the gmail account and will print out the bylaws and we will discuss next meeting - agenda item.

Action Item Update

December 18 Meeting:

Lee Ann: Change the first line of the library card policy to say something like library cards are issued free of charge to any person with proper identification. Done

Lee Ann: Hire temp to cover for Lucy's maternity leave. Lucy is now out. Lee Ann has contacted Bibliotemps. No takers internally.

Bob: Follow up with Eastern Bank Grant for centennial. - pending

All: Feb meeting Feb 26th at 7:00 to include Foundation members. Update - Steve will be out of town, Nancy didn't think needed to come to meeting since it's inactive. Alyssa will ask Nancy if the paperwork is up to date at the next Friend's meeting and also ask them to meet.

Next Meeting: February 26 7:30

MOTION: Bob moved at 8:55 and Alyssa seconded the motion to adjourn regular session to enter into executive session at the conclusion of which we will adjourn. The motion was unanimously approved.

Action Items Summary

June 19 Meeting:

Trustees: End of fiscal year action item: look at book usage and pass usage for the past 5 years.

All trustees: Review the trustee calendar and update where you can

August 21 Meeting:

Cheryl - merge old and new timeline.

November 18 Meeting:

Cheryl: Send Jackie and Alyssa details of what costume pieces centennial would want.

December 18 Meeting:

All: Review new library card policy in June.

Lee Ann and Alyssa: Make sure a trustee is present at town board/committee meetings.

January 14th meeting:

Alyssa - go to the next Friends meeting on Feb 10th to see if they will take charge of publicity for grant warrant articles at Town Meeting.

Lee Ann - put bylaws on the February Agenda

Alyssa - Ask Nancy if the paperwork for the Library Foundation is up to date at the next Friend's meeting and also ask them to meet.

All: Review bylaws on-line and prepare to discuss at next meeting.

Bob: Follow up with Eastern Bank grant for centennial.

Respectfully submitted,

Cheryl Weinstein