

Sharon Public Library Board of Trustees  
Regular Session  
February 26, 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 7:15 p.m. by Alyssa Rosenbaum.

Minutes

**MOTION:** Alyssa moved and Carolyn seconded a motion to approve the minutes of the January 15, 2013 regular meeting. The motion passed unanimously.

**MOTION:** Bob moved and Carolyn seconded a motion to approve the minutes of the January 15, 2013 executive session. The motion passed unanimously.

Treasurer's Report

Eastern Bank Account:	\$ 1,542.58
MMD Account:	\$ 8,584.87

Friends

Working on fundraising and taking a seminar at Stonehill. Talked about Book sale.

Budget

Bob discussed expenses for the heating system. Bob suggested that we have the treasurers office reclassify \$3,000 of that expense and take it from the state aid LIG account subject to confirmation that state aid can be used for this. Lee Ann will check and make sure.

Salary has been running a little high because we are paying Lucy's leave and the temp at the same time. Materials on track..

Director's Report

Palladium Windows: Sharon historical commission wants more quotes but everyone they provided is either no longer in business or not available. Have another quote coming in. Historical commission decided they need to see the windows. Lee Ann will have two quotes. Lee Ann informed CPC that library will not be there tomorrow because historical isn't ready yet.

Library Legislative Breakfasts: Timilty is really going to support us in our library efforts. He said he would come and speak for library legislative day if we can have it at Sharon.

**Motion:** Bob moved and Jackie seconded a motion to endorse Sharon library hosting a legislative breakfast if approve by OCLN at a future date and time. The motion passed unanimously.

New Programming: Lots of people have signed up for the new book discussion group. Will need at least 2 groups so many people signed up. Veteran's will meet once a month and will be a library program. Bob said that our library is really lacking in adult programming and this is a great program. Jackie thinks it's a great opportunity for the veterans and the library.

New Newsletter - to be emailed and copies available at the library.

Policies: Discussed changes to the supervision of children, community room and exhibit and display policies.

**Motion:** Alyssa moved and Jackie seconded a motion to accept the Supervision of Children Policy, Community Room Policy and Exhibit and Display Policy as revised at this meeting. The motion passed unanimously. Lee Ann will send out a dated copy.

Gift Policy needs more work. Lee Ann and Bob will work on it.

Patron Comments: Tool program.

Front Entrance Review - on hold until weather changes and it can be completed.

### **Trustee Items:**

Centennial - Patrons appear interested in the displays and the book display is surprisingly popular. Have spent \$100.75 to date. There is approx \$485 in bequested money available. Will need another source.

Library services have drafted short and long term library director goals. Trustees should forward Alyssa comments on the long term goals and comments for the 6 month review based on the short term goals. Need to do this at the next board meeting in March. Comments due on March 10th.

League of Women Voters - Joanne Blatt said they'd like a library representative to come and talk about the building program. Lee Ann is going to participate in the forum, Jackie will also go.

### **Action Item Update**

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. *Alyssa will go to the March meeting. We need to prepare a handout of goals and purposes, Lee Ann, Jackie, and Bob will work on that.*

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. *Nancy expressed willingness to attend a meeting and have a conversation and indicated that the paperwork was up-to-date.*

Bob: Follow up with Eastern Bank grant for centennial. *We are not a 501C3 so do not qualify. They will look at it again as they are planning to give the 250th some money. They are meeting again in April.*

Next meeting: March 19th at 7:30.

Meeting adjourned at 9:20.

### **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.

January 14th meeting:

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

February 26th Meeting:

Lee Ann: Ask the treasurers office to reclassify \$3,000 of the heating expense and take it from the state aid LIG account subject to confirmation that state aid can be used for this.

Lee Ann: Update and send dated copies of the policies to be revised.

Lee Ann and Bob: Work on the Gift Policy.

All Trustees: Comments on library director goals due March 10th.

Lee Ann and Jackie: Attend League of Women Voters meeting.

Lee Ann, Jackie, Bob: Work on handout of goals and purposes for the building grant.

Bob: Follow up with Eastern Bank in April.

Alyssa: Go to the Friend's March meeting and discuss publicity for grant warrant articles. Will have handout created by Bob, Lee Ann and Jackie.

Respectfully submitted,

Cheryl Weinstein