

Sharon Public Library Board of Trustees
Regular Session
April 30, 2014

Attendance:

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

Library Staff: Lee Ann Amend (Library Director)

The meeting was called to order at 7:30 p.m. by Alyssa Rosenbaum.

Minutes

MOTION: Bob Levin moved and Carolyn Weeks seconded a motion to approve the minutes of the March 19, 2014 regular meeting. The motion passed unanimously.

Treasurer's Report

Eastern Bank Account: \$ 1,647.81

MMD Account: \$ 8,587.42

Friends

Book donations have started for the book sale which is May 15-18.

Budget

There may be some extra money to spend on technology. Lee Ann will price things out. We'll have to encumber the funds at the end of the fiscal year.

Director's Report

We are ready to present at Town Meeting for the Planning and Design Grant Award.

The board discussed the use of the Vertical Response system by the Friends. We should make it clear that the distribution list may be used by the Library and the Friends.

The job description for Assistant Director is going to have to be rewritten in accordance with Personnel Board standards. We will attend the Personnel Board meeting to discuss next week.

Lee Ann wants to start a Seed Library. People can check out seeds and if the plants grow, they bring them back.

We are going to be starting self-check out soon.

Lee Ann is looking at a print management system (OCS) to eliminate the need for people to go the circulation desk to pick up printouts.

Bob moved and Jackie seconded a MOTION to approve the Gift Policy as presented. The motion passed unanimously.

Trustee Items:

We still need to follow up with OBOT to make sure we understand how it's functioning. Alyssa will reach out to the committee.

Action Items Update

February 26th Meeting:

Bob: Follow up with Eastern Bank in April re the Centennial

March 19th Meeting:

Alyssa - reach out to OBOT in April.

Next meeting May 21, 7:30.

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.

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.

Respectfully submitted,

Alyssa Wiener Rosenbaum, Chair