

Sharon Public Library Board of Trustees
Regular Session
June 18, 2014

Attendance:

Trustees: Bob Levin, Heather Peltier, Alyssa Wiener Rosenbaum, Roberta Saphire, Carolyn Weeks, Cheryl Weinstein

Library Staff: Lee Ann Amend (Library Director)

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

Minutes

MOTION: Roberta moved and Carolyn seconded a motion to approve the minutes of the May 21, 2014 regular meeting. The motion passed unanimously.

Treasurer's Report

Eastern Bank Account:	\$ 1,647.81
MMD Account:	\$ 8,590.02

Friends

Had potluck where reviewed book sale. Evaluated year and won't meet during summer. Lee Ann is taking over bus tours from Mary Alice.

Budget

Projected income \$14,511 encumber \$12,000 for the computers. Encumbrance goes through in August.

Contracted services used to be under revolving accounts. Lee Ann will check on this.

Director's Report

Estate of Lillian Kaplan is filing a petition for perhaps some funding for the library from the estate.

Peter Andrews says he'll only be two days per bathroom.

Planning and Design Grant - Our library has a lot of issues to go forward. Grant issuers are encouraging us to go forward with design because we can still apply for construction funds. Have to ask town meeting to let us use the funds they voted without the matching grant.

MOTION: Bob moved and Cheryl seconded a motion to place an article on the warrant for Nov town meeting requesting reallocation of \$25,000 currently designated as matching funds grant to the state to be used for feasibility study. The motion passed unanimously.

MOTION: At 8:05 Bob moved and Alyssa seconded a motion to enter into executive session to address a grievance complaint and at the end to continue in regular session for the remainder of the meeting. The motion passed unanimously.

Personnel Board Meeting: Assistant director - Bob thinks there should be an assistant director. Tasks such as signing payroll. Need to develop a job description that says, is in charge of scheduling. This position was funded at town meeting for 2015. We need to prove we need such a position. Wait for the new town manager and do this then.

OBOT wants to keep their committee with their people. They don't want someone from the library to be part of it. Every meeting will send something to the friends and library.

2 more interviews for head of adult services.

There will not be a piano in the library.

Ipads support early literacy by downloading early literacy apps. Would like to circulate them. Alyssa suggests starting small.

Trustee Items:

Centennial: Cinderella on July 17. Janet Hershman's School of Dance will be performing at squarejam. All trustees to come Sep 17th at 5:30 to accept rededication.

Meeting Place: Will continue in the reference room and Lee Ann will put up a sign.

trustee15 will be the new password. Cheryl will send directions again.

Discussion regarding trustee communications.

Board Elections: **MOTION:** Alyssa moved and Bob seconded a motion to elect the board as follows:

Alyssa - Chair

Bob - Vice Chair

Roberta - Treasurer

Cheryl - Secretary. The motion passed unanimously.

The Library services committee will remain the same - Alyssa, Bob, and Carolyn with Alyssa as Chair. The other committees will be discussed in August.

Next meeting - August 20 - 7:30.

MOTION: Bob moved at 9:38 and Carolyn seconded the motion to adjourn for the evening. The motion was unanimously approved.

Action Items Summary

June 19, 2014 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, 2013 Meeting:

Cheryl - merge old and new timeline.

January 14, 2014 meeting:

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

May 21, 2014 Meeting:

Lee Ann - Review and propose updates to the community room staffing policy.

December 18, 2013 Meeting:

All: Review new library card policy in June.

June 18, 2014 Meeting:

Lee Ann - Check on contracted services that used to be under revolving accounts.

Lee Ann and Alyssa - Place an article for town meeting warrant for reallocation of \$25,000.

Lee Ann - Create the assistant director job description

Trustees - Attend Sep 17th rededication at 5:30.

Cheryl - Send google doc instructions again.

Respectfully submitted,

Cheryl Weinstein