

Sharon Public Library Board of Trustees
Regular Session
October 22, 2014

Attendance:

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

Library Staff: Lee Ann Amend (Library Director)

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

Minutes

MOTION: Bob moved and Carolyn seconded a motion to approve the minutes of the Aug 20, 2014 and Sep 17, 2014 regular meetings. The motion passed unanimously.

Treasurer's Report

Eastern Bank Account:	\$ 1,498.37
Spent \$250 for Development Day Sep 2014	
MMD Account:	\$ 8,595.33

Friends

Working on parade. Trip went well. Looking for someone on Friends to do adopt-a-book, if no one volunteers will have to discontinue. Had annual meeting and elected officers. Miki taught people how to download things on ipads etc.

Budget

Currently have 5.5% for flexible budgeting. Fincom needs to understand that we need to have budgeted materials, etc. in order to get state aid. We need to make sure they understand we are using state aid and using it in such a way that we still have 5.5% flexible so that we continue to receive state aid.

Lee Ann will check with Jo about the technology overage. Lee Ann will look at electricity usage.

Director's Report

Feasibility Study - Committee just selected the consultant - Cheryl Bryan.

Construction Project Update -

MOTION: Bob moved and Alyssa seconded a motion to authorize the Director to use State Aid in the amount not to exceed \$8,000 for the repair of the skylights and the flashing to be done by Kneeland Construction. The motion passed unanimously.. Looking to start Nov 1.

Front Foyer Quote: Lee Ann will have the painting done.

Technology Update: Time Management System - will tell the person when the time on the computer is going to be up and then automatically shuts off.

Estate of Lillian Kaplan: All trustees come with an idea at the next meeting.

Trustee Items:

Centennial Report - Alyssa will come in on Sunday to help with games.

Standing Committees - Plug Heather into Jackie slots next meeting agenda will talk about the committees and what we need.

New Business - We are going to renew United for Libraries. Roberta will pay the bill.

ESOL annual dinner is Nov 8 at 6:00.

Next meeting - November 19, 2014 - 7:30.

MOTION: Bpb moved at 8:40 and Alyssa seconded the motion to adjourn regular session to move into executive session for the purpose of discussing union contract issues and then to adjourn for the evening. The motion was unanimously approved.

Action Items Update

Action Items Summary

June 19, 2014 Meeting:

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 - Create the new assistant director job description.

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

August 20, 2014 Meeting:

Alyssa - Update Lee Ann's employment contract.

Lee Ann - create an ARIS report for the September meeting.

October 22, 2014 Meeting:

Lee Ann - Check with Jo about technology overage and look at electricity usage.
All Trustees - come up with an idea for the estate of Lillian Kaplan.
Lee Ann - November agenda add trustee committees discussion
Roberta - pay bill to renew United for Libraries

Respectfully submitted,

Cheryl Weinstein