

Sharon Public Library Board of Trustees

Regular Session

September 16, 2015

Attendance:

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

Library Staff: Lee Ann Amend (Library Director), Kathy Ruvich

Visitors: One Book, One Town 2016 Co-Chairs - Ruth Weiner, Lisa Delaney

The meeting was called to order at 7:35pm by Cheryl.

**One Book, One Town**

Author Stein made a book donation; working on the short list for authors to visit for OBOT; in their 10th year, would like to be more communicative with Trustees; Ruth to meet with Lee Ann to discuss possible next steps

**Minutes**

**MOTION:** moved and seconded a motion to approve the minutes of the July 15, 2015 meeting as corrected. The motion passed unanimously.

**Treasurer's Report**

- Eastern Bank Account: \$1,081.37
- MMDT Account: \$3,602.90

**Friends**

Members discussed bi-laws, the possibility of another mini-golf event, OBOT, another Downton Abbey event, and the annual Book Sale.

**Budget**

Looks good.

**Director's Report**

- Capital Outlay FY16 updates: Vinyl flooring was completed in the lower foyer. At the start of the carpeting work, it was suspected that there could be asbestos underneath the carpet. Next steps will be to conduct air quality tests, as well as meet with our carpeting vendor to discuss possibilities that will allow the job to be completed as anticipated, as well as the safest solution for all staff and patrons.

**Staff Visit:** Kathy Ruvich attended the meeting to discuss her issues, as well as speak for most staff members. Kathy mentioned that putting carpet over carpet will not solve the issue because it will not be sealed properly.

- Lee Ann recommends that we apply for a furnace replacement in next year's round of capital outlay funding. Lee Ann to get three quotes for the job. Trustees will discuss further after quotes are received.
- Library Building and Selection Committee Update - Architectural firm chosen to work with Library to perform feasibility study.
- Alzheimer and Dementia programming will begin after the flooring project is completed

**MOTION:** Bob moved, Cheryl seconded state aid will be used to pay IT consultants. The motion was unanimously approved.

**Next meeting** – October 21, 2015 - 7:30.

**MOTION:** Cheryl moved at 9:00pm and Bob seconded a motion to adjourn for the evening. The motion was unanimously approved.

#### **Action Items Update**

- Ruth from OBOT to meet with Lee Ann to discuss next steps for more communication between OBOT members and Library staff/Trustees
- Lee Ann to get three quotes regarding new furnace in FY17 Capital Outlay funding

#### **Action Items Summary**

March 18, 2015

- All - Review the assistant director job description and continue tweaking.

May 20, 2015

- Lee Ann - Library on Wheels Policy - Remove Karen Mafera's name. Discuss interlibrary loan with staff. Check with insurance.

Respectfully submitted,

Heather Poliferno