

Sharon Public Library Board of Trustees
Regular Session
May 20, 2015

Attendance:

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

Library Staff: Lee Ann Amend (Library Director)

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

Minutes

MOTION: **Carolyn** moved and Alyssa seconded a motion to approve the minutes of the April 15, 2015 regular meeting. The motion passed unanimously.

Treasurer's Report

- Eastern Bank Account: \$ 1,051.37
- MMDT Account: \$ 3,600.89

Friends

Successful book sale

Budget

Looks good

Director's Report

FEMA - roof repair costs were not eligible costs

Palladian Window Approval - Michaela Jergensen approved all repair work done by Peter Andrews to the main lobby area

Mass Contract Vendor comparison - Bob and Lee Ann went to the MassBuys Expo to explore possible vendors

Building Program Update - Cheryl Bryan completed the edits for the Library Building Program. Plans to meet with the Library Building and Selection Committee to discuss the document. Selection Committee has chosen their First Finalist: Design Technique.

Long Range Plan - current plan expires in FY17; would like to hire Library Consultant Deb Hoadley for the Community Service piece in order to secure objective responses.

Community Room Policy - Not yet approved, discussed further.

MOTION: Alyssa moved to approve the most updated Community Room policy, Carolyn seconded the motion. The motion passed unanimously.

Election of Officers:

Alyssa motioned and Bob seconded the motion to elect the following slate as officers of the board:

Treasurer - Carolyn Weeks

Secretary - Heather Peltier

Chair - Cheryl Weinstein

Vice Chair - Bob Levin

The Priorities Committee will now be called the Capital Outlay and Priorities Committee.

Next meeting – June 17, 2015 - 7:30.

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

Action Items Update

March 18, 2015

- Lee Ann - Make suggested modifications to community room policy and determine how the custodial payments will be handled. *COMPLETE*
- Lee Ann - Talk to Cindy about benefits that the town provides and that she was never given information about. *COMPLETE*
- All - Review the updated community policy and continue tweaking. *COMPLETE*

Action Items Summary

March 18, 2015

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

May 20, 2015

- Lee Ann to reach out to Deb Hoadley for physical quote for consulting services
- Roberta will begin the process of transferring the treasurer position with the bank to Carolyn
- Lee Ann to send new board to Miki and Webmaster and copy Heather *COMPLETE*
- Cheryl to reach out to the Priorities Committee to ensure Trustees are on the email list for meetings

Respectfully submitted,

Heather Peltier