

June 21, 2017  
Sharon Public Library Board of Trustees  
Regular Session

Attendance:

Trustees: Carolyn Weeks, Cheryl Weinstein, Bob Levin, Wendy MacArthur, Andrew Hyland

Staff: Library Director, Lee Ann Amend

The meeting was called to order at 7:37 PM by Cheryl.

Minutes

MOTION: Carolyn moved and Bob seconded the motion to approve the minutes of the May 17, 2017 regular meeting. The motion passed unanimously.

Treasurer's Report

- Eastern Bank Account: \$ 1051.37
- MMDT Account: \$2872.82

Friends Report

- Book sale: Made around \$9000.
- Fundraiser at Crescent Ridge on August 5, 2017 with Cow Pie Raffle. Signage going up this week.
- Friends Sign: Wendy is taking over the project. Contact Sign-A-Rama. Dimensions: height: 12" by length: 24" or 36".

Budget

- Reviewed by Board.

2017-2018 Library Standing Committees

- Library Buildings and Grounds: Bob, Cheryl, Carolyn
- Finance: Bob, Loretta, Cheryl
- Library Services: Andrew, Carolyn, Cheryl
- Long Range Planning: Andrew, Cheryl, Loretta
- Priorities: Bob, Wendy, Cheryl

### Director's Report

- Roof: July 5th and 6th Tremco is coming to work on the roof.
- Chimney: Hoping to have work start next week
- Windows: Delayed. Windows were ready to be installed but it was discovered the new windows were too small.
- Elevators: Holding off on repairs until July 1, 2017.
- Library Storage Unit: Gary installed a new lock.
- Inventory Project: Wendy moved to clear out all the records from 1991 but leave the last current three fiscal years on the books, so that we can clean up our ILS database.  
Seconded by Carolyn. Motion passed unanimously.
- Compensatory Time Limit: Bob moved that staff may accrue up to 1 week (37.5 hours) of compensatory time with approval of Library Director. Staff may request compensatory time off in writing which must be approved by Library Director. Seconded by Carolyn. Motion passed unanimously.
- Digitization Newspaper Project: Starting in July.
- Collaboration with Sharon Adult Center: Talking with Meg Dussault about bringing back Adult Spelling Bee.

### Action Items Update

- Nothing to update

### Action Items Summary

June 21, 2017

- Cheryl: look through old minutes to find language for Friends sign.
- Friends Sign: Wendy is taking over the project. Contact Sign-A-Rama. Dimensions: height: 12" by length: 24" or 36". Sign should read: "Thank you, Friends of the Library, for your ongoing dedication and support"

Cheryl moved to adjourn the meeting at 8:37pm. Andrew seconded. The motion passed unanimously.

Respectfully submitted,

Andrew Hyland