

Sharon Public Library Board of Trustees
Regular Session
June 19, 2013

Attendance:

Trustees: Bob Levin, Alyssa Wiener Rosenbaum, Roberta Saphire, Carolyn Weeks, Cheryl Weinstein
Library Staff: Susan Martin (Interim Library Director)

The meeting was called to order at 7:05 p.m. by Bob Levin.

Minutes

- **MOTION:** Roberta moved and Carolyn seconded a motion to approve the minutes of the May 22, 2013 regular meeting. The motion passed unanimously.
- **MOTION:** Cheryl moved and Carolyn seconded a motion to approve the minutes of the May 29, 2013 additional regular session meeting. The motion passed unanimously.

Treasurer's Report

- Mass Municipal Depository Trust is now handled by Federated rather than Fidelity
- Eastern Bank Account: \$1,710.53
- MMD Account: \$8,572.09

MOTION: Cheryl moved and Roberta seconded a motion to accept the treasurer's report. The motion passed unanimously.

Friends

- Booksale earnings - Gross: 9255, Expenses: 1128, Net: 8027.
- Current Friends net worth: 19,935.81
- There is a field trip to RISD Saturday, July 13.
- Starting to think about book sale for next year.

Reports

- End of fiscal year action item: look at book usage and pass usage for the past 5 years. Do this next year due to change in reporting from card usage to type of book.
- Expenditures - the remaining balance is not quite 12,000. The salary figure may be incorrect depending on if it includes Barbra's check. Telephone was so high because they didn't know how to figure it when the system changed to the Town system. Any extra money can be spent at the New England Book Fair.

Director's Report

- **Fines:** Proposal from staff: Look at the way we collect fines. Preference - do not collect fines at all, it doesn't help get books back. People who are afraid to bring books back don't. The fines are no benefit to the library because they go to the Town. No fines would be a PR thing, good will. Alyssa proposed that we have a one week amnesty - perhaps food for fines in the fall and amnesty in the spring. Bob proposed that Sue finds out if area libraries are collecting fines. This will be in the agenda for next month.
- Trustees will attend the Sacred Heart Reuse meeting and determine what support there is for the library.

- Building: Steps and railing - worst places will be patched now and we will get an estimate for replacement. There is no exterior outlet and the front door sticks both ways. Deflectors are needed on the air conditioner. The front area of the meeting room needs to be replaced with tile. Bob will schedule a meeting for the building committee.
- One book One Town - Sue has begun work on this.
- Volunteer Appreciation- Sue is working on a list of 60 or 70. This is a director's function.
- Library will have a table at SquareJam.
- Summer Reading program has started.
- Meeting postings - The director will print out 4 copies and put one up in the library.
- Staff - every month the director will ask if there are any issues they'd like the director to bring up at the trustee meeting. Feedback will then be given on those items. Sue will find out if we can pay a liason to come to the meeting, but before doing so, she will ask if anyone is interested in coming to the meetings.

Trustee Items:

- All trustees should review the trustee calendar and update what they can.
- Centennial - The Friend's tea will be themed around it. OBOT maybe can pick a centennial book.
- Minutes - will be posted for the previous year (to what is posted.)

MOTION: Carolyn moved at 8:55 p.m. and Roberta seconded the motion to adjourn for the evening. The motion was unanimously approved.

The next regular meeting will be Wednesday, August 21, 2013 at 7:00.

Action Items Summary

Ongoing:

- Trustees: Review timeline

March 20th Meeting:

- Bob: Check with Wimpy Kids author to see if he can do something for the Friends as a money maker.

April 24th Meeting:

- TBD: Need to speak with historical society regarding the front steps.
- TBD: Funding for ESOL
- Moved from February: Look into what it will take to alarm the new front door.

June 19 Meeting:

- Trustees: End of fiscal year action item: look at book usage and pass usage for the past 5 years.
- Sue: find out if area libraries are collecting fines.
- Sue: Add fines to the agenda for the next meeting.

- Bob: schedule a meeting for the building committee.
- Cheryl: Post the previous minutes forwarded by Aimee Saphire.
- Sue: Find out if anyone on the staff is interested in attending trustee meetings.
- Sue: Post the meeting notice in the library as well as town hall.
- All trustees: Review the trustee calendar and update where you can

Respectfully submitted,

Cheryl Weinstein