

Board of Library Trustees

Minutes

Tuesday, June 13, 2017

Call to Order	Kevin call to Order 7:02pm All trustees present. Dave, Manny in attendance.
Election of Officers and Board Reorganization	Chair – Kevin Pender nominated by Tom Magee, second by Joe Lally. Approved 5-0-1. Vice Chair – Tom Magee nominated by Kevin Penders, second by Joe Lally. Approved. 5-0-1. Clerk – Deb Stone nominated by Kevin Penders second by Collin Earnst. Approved 5-0-1.
Subcommittees	Funds – Deb Stone and Christine Igo Freeman Tech – Collin Earnst and Tom Magee Personnel – Tom Magee and Joe Lally Budget/AdCom – Kevin Penders and Collin Earnst BOS – Joe Lally Discussion - Add program brainstorming session to agenda - Possibly have event subcommittee
Public Input	Corey Peters letter about reduce spending in libraries
Minutes	Motion to accept May minutes by Tom Magee second by Joe Lally. Approved 5-0-1.
Correspondence	Project 351, Rhodendron Club, and Lions Club donations. State Aid letter with second installment of FY17 awarded funds.
Monthly Statistics	Monthly statistics report
Friends' Report	Successful raffle with \$400 profit. \$300/month at Friends Bookshop. \$3,000 made from Spring Booksale. Membership at \$7,700 compared to \$5,400 in 2016. Christina Metcalf will be PR/Media chair.
Professional Staff Reports	No discussion
Financial Reports	No discussion

Director's Report	Monster Jam driver came but no Patriots player for story time in Community Room. Long Range Planning has begun. Will need Collin and Tom's for technology goals.
Liaison Reports	Board of Selectman– No discussion ad/comm – no discussion
Trustee Sub-Committee Reports	Budget – No discussion. Personnel – no discussion, Technology – long range planning help
Funds Committee	Form the trust. Jeff Lovely created the trust, Mass Library Board of Commissioners wasn't able to help. Ask Lisa Sinkus if this would cover what it needs to. Possibly have Town council to look at Trust Document. Vote by showing up to sign it. Funds committee work over the summer to bring document to conclusion.
Old Business	Bartholomew - Investment Policy Statement & Formal Proposal – see Funds report. Remove from agenda for next meeting. Motion to change name of trust to Boyden Library Charitable Trust by Tom Magee, second by Collin Earnst. Approved 6-0.
Spinney Speaker Series	<ul style="list-style-type: none"> - Binding offer form for Dr. Holt that needs approval. Joe Lally, Deb Stone, and Christine Igo Freeman on Event planning subcommittee. - Motion to approve contract from Hachette for \$5000 by Tom Magee second by Joe Lally. Approved 6-0. Amendment to approve the contract such that the board authorized Kevin Penders to execute the binding offer form 5/30/17 and that in so doing the Board authorized the expenditure of \$5,000 honorarium to Dr. Holt in satisfaction of the contract by Kevin Penders, second Deb Stone. Approved 6-0. - Motion to Deb Stone, Christine Igo Freeman, and Joe Lally of newly created events subcommittee for purposes to work with Library staff to develop and coordinate for the planning for the fall event and reconvene the board with cost and decisions as necessary and to reach out as items may come up Kevin 2nd Magee. Approved 6-0. Event committee and/or Kevin will speak with John Spinney.
New Business	
Cleaning Company Contract	Performance Environmental Services. Met with Manny and Caesar Concerns with signatories of the contract. Trustees and Bill Keegan to sign. Motion to authorize to amend the contract for execution and signatory purposes by the Trustees by Kevin Penders, second by Tom Magee. Approved 6-0. Motion to authorize the Chair to authorize the contract in conjunction with the

Town Manager once amended by Tom Magee, second Collin Earnst. **Approved 6-0.**

Updated Town Meeting Room Use Draft Exempt ourselves from Town Meeting policy.

Adjournment Motion to adjourn at 8:25pm by Joe Lally, second Collin Earnst. **Approved 6-0.**

Next regular monthly meeting is scheduled for Tuesday, September 5, 2017