

Town Of Millbury
Meeting Minutes
Board of Trustees Millbury Public Library

MILLBURY, MASS.
TOWN CLERK
17 OCT 27 AM 11:38

Date: 9/19/17

Time: 6:00pm

Location of the Meeting: Millbury Public Library Meeting Room

Meeting Type: Regular X Special Emergency

Present: Jeff Raymond, Carol Burke, Paul DiCicco, Bob Laut, Rita Sullivan, Christine Brady,

Absent:

Stephanie Phillips-Richter

Call to Order: Rita Sullivan called the meeting to order at 6:05.

Minutes: Stephanie Phillips Richter moved to accept the minutes as written, Bob Laut seconded. Unanimously accepted.

Chairman's Minute: Skipped.

Director's Report: The ARIS report is complete.

The Annual Report for 2017 is ready and the board reviewed it. Bob Laut asked about the fluctuating ebooks numbers, and Elizabeth Valero noted that there a change in vendors for ebooks, and the number is continually fluctuating. The average for children's events seemed low as well, and we discussed ways to make that number better reflect the reality of event attendance.

The sidewalks have been repaired around the back door, and some landscaping has been completed. The hope is that more will be done before the winter months hit. Bob Laut provided an updated the facilities schedule, and it is attached with the minutes. There has not been any other facilities updates regarding gutters or the roof or any quotes on the fencing. Paul DiCicco asked about the columns for the fence, and that is also being dealt with.

The Gravestone Girls are scheduled for 21 September, and this is a very popular event elsewhere. Ted Reinstein is also coming in November.

The Wi-Fi was an issue for the Lisa Shea event, and we discussed moving the internet discussion up a bit as it has been on the Board's back burner. The event was still a success, with 11-12 attendees. We discussed more about the internet situation and Paul DiCicco will be discussing with the cable groups. We will discuss this more at the next meeting.

Elizabeth Valero spoke highly of a preservation meeting she attended with the fire chief.

Old Business: The Lenore Skenazy event is coming up. Publicity is going well, we're hoping to get the flyer into the backpacks at the school. We discussed extra fundraising, and it's going a little slow but we're hoping to see a lot of the event offset. Jeff Raymond will be Skenazy's transportation. The event is at 6pm on Wednesday, 4 October at the Millbury High School auditorium.

New Business: The Board moved to change the date of the October meeting to 24 October. Elizabeth Valero reminded the Board about November and December meeting dates.

We discussed Veteran's Day and staffing issues for the holiday. As the holiday falls on a Saturday, there is a discrepancy with the union contract regarding staffing and time off. It is believed that there isn't a way for the union employees to work on the Saturday. Jeff Raymond moved that we simply close the library on Friday and Saturday to avoid any issues. Christine Brady seconded. Rita Sullivan noted that the contract needs to be clarified. The motion was accepted unanimously.

Chain of Lights is 3 December. Trustee involvement was requested.


A patron mentioned to Paul DiCicco that he wished we had computers upstairs. We discussed having laptops available for patrons to take upstairs.

Christine Brady asked if the telephone worked in the elevator per the inspection, Elizabeth Valero said it must be working or it wouldn't have passed.

The executive session was tabled.

The library had to hire out a landscaper due to a complaint about the library grounds. Typically the inmates through the Sheriff's Department handle this, but the timing was wrong to handle this as an urgent complaint. The landscaper handled weeds, trimming bushes and hedges, etc.. Paul DiCicco recommended that we ensure money is in the budget for it for the future. The total for this job was approximately \$800. Jeff Raymond noted that there's a lot of things the library needs and our budget is tight as is. This will be discussed further when the budget discussions happen. Bob Laut noted that there are other options, such as the Friends and the endowment, to help with issues like the landscaping. Jeff Raymond asked Elizabeth Valero when the budget is due, and she will have a draft of the budget for the November meeting.

Adjournment: Jeff Raymond moved to adjourn, Bob Laut seconded. Adjourned at 8:18pm.


Carol E. Burke
