

**Town Of Millbury
Meeting Minutes
Board of Trustees Millbury Public Library**

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Date: 10/23/18

Time: 6pm

Location of the Meeting: Millbury Public Library Meeting Room

Meeting Type: Regular X Special Emergency

Present: Jeff Raymond, Carol Burke, Christine Brady, Stephanie Phillips Richter, Paul DiCicco, Rita Sullivan

Absent: Bob Laut

Call to Order: Paul DiCicco called the meeting to order at 6:04.

Minutes: Christine Brady moved to accept as written, Carol Burke seconded. Unanimous.

Chairman's Minute: The repairs should be completed by 24 October for the back room and closet. Paul DiCicco gave an update as to the overall details of the repairs.

There was discussion among the board members about the sealing work done on the wall. Liz Valero was unhappy with the fact that the entire wall was not sealed for waterproofing as recommended by the building inspector, only the problem area. Paul DiCicco noted that the building inspector signed off on the end result, and the water flow issue will largely be addressed by the completed construction (including a concrete trough on the outside of the building). The discussion settled on understanding the work as completed would be sufficient with attention to ensure that we are paying attention to the situation to ensure we do not need to revisit the issue.

The library carpet in the children's room is being fixed next, and will be followed up with work from the carpenter's union to repair the floor from the water damage.

Carol Burke raised the issue of the the postponement from last week. She felt that it may have violated an Open Meeting rule (it was verified that it did not), and we came to the consensus that this would not be an issue again.

Director's Report: The 15-hour position has been posted, and multiple resumes have been submitted. Jeff Raymond asked whether the position was mandated by the union, or if it is purely at the discretion of the Library Director. Liz Valero will check in on this, as the information will inform future budgets.

Paul DiCicco asked whether the custodian position can be increased to 20 hours to handle some of the added workload if possible. There would be an issue with triggering benefits at that level, but Paul DiCicco would like to see it explored, and Liz Valero will look into it.

Liz Valero also noted her desire to fill a 15-hour position that was eliminated a few years back. Jeff Raymond asked about the approximate cost of the position, Liz Valero said it was approximately \$15,000. There was a discussion about the budget for the future with this in mind.

The wine ^{glass} program went well. There will be a food program in January for soup recipes. The Fraud Squad is 24 October. There will be a caricature program in December during Christmas vacation.

Jeff Raymond asked the board about the National Endowment for the Arts "Big Read" program. He will organize trying to make this happen for Millbury in 2019.

There is a book bin for donations out in the lot.

Old Business: Gutters are complete, and the check has been issued for payment out of the insurance fund (through the library budget).

Other repairs have been completed, and others are coming along. There are people coming for rugs and the roof for quotes and repairs. The ceiling tile Jeff Raymond noticed at the last meeting has been replaced and the faulty cooling/heating system above it has been repaired.

New Business: Liz Valero requested the library close at 6:00pm. Jeff Raymond moved to close at 6:00pm, Stephanie Phillips Richter seconded. Unanimously accepted.

Liz Valero noted the Chain of Lights. The library will be open.

The library will be starting a major weeding of books, and gave the trustees a heads-up if there are questions from the community. The books will be strategically weeded, without losing the only book in the C/W Mars system. Liz Valero will detail it in the newspaper before it starts.

Rita Sullivan shared the Auburn Library passes and recommended we do something similar. Jeff Raymond asked the status of Tixkeeper, and the library staff will prioritize getting that online and working.

Jeff Raymond requested that the board come back in the November meeting with the projects we've been working on.

Liz Valero shared the Trustees guide and has one for everyone.

Adjournment: Carol Burke moved to adjourn, Stephanie Phillips Richter seconded. Adjourned at 7:27.

Christa Berg

Carol E. Burke

Jan Diaz

John

Rita Seaman