

TOWN OF MILLBURY
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MILLBURY, MASS.

Town of Millbury
Meetings and Agenda Notice
Board of Trustees - Millbury Public Library
Date: January 19, 2016 **Time:** 6:00pm
Location of the Meeting: Millbury Public Library Local History Room
Meeting Type: Regular X Special Emergency

Present: Paul DiCicco, Carol Burke, Michael Hranek, Jeff Raymond, Robert Laut, Elizabeth Valero

Absent: Rita Sullivan

Meeting called to order at 6:06.

Minutes: Corrections: Bob Shaw intends to resign the board, his resignation has not officially been tendered. Paul DiCicco moved to accept the minutes as corrected, Robert Laut seconded. Accepted unanimously.

Chairman's Minute: Carol Burke discussed some of the "non-essential supplies" being ordered and such. Requested that Elizabeth Valero let us know a better breakdown of these items so we can discuss the value of the marketing efforts.

Paul DiCicco discussed the ethics policy signatures needed for 2016 and discussion of the number of seats up for election in the spring. There is a need to recruit and get people to run for the seats.

Director's Report: The library received the Mary B Grogan and Cultural Council grants this year.

Web site is moving along. No new options. Michael Hranek wanted to make sure everything was lining up from an approval standpoint, and there is no concern there.

FY17 budget was discussed. Jeff Raymond wanted to make sure the minimum wage increases were accounted for moving into 2017, as there was question as to how the state is increasing the wage year after year. We also discussed the children's librarian position and the request for the next budget year, including the needs for the town regarding the position. Robert Laut also asked about the line items for the energy budget, and the request process was discussed. Jeff Raymond asked about the materials budget. We are required to spend 16% of the budget on materials to retain accreditation, and the number in the budget request is approximately that amount. ~~Bob~~ DiCicco asked about the gutter servicing, and Elizabeth Valero noted that there is a process to it and it's why we have a dedicated service for it.

Paul

We discussed some adult programming. Indian Cooking had 12 people, the board wants to hear more about the programs coming up and what is happening. The library will be hosting an Adult Coloring event on February 24 at 1pm. We discussed the concept and how it will be run.

Old Business: The Long Range Plan is being moved to the June agenda as the only item to ensure it is ready for the October due date.

Jeff Raymond noted that there have been multiple questions about offering key tag library cards in the future. It hasn't been something wanted in the past, but it will be looked into again. A question was raised about data retention with the library card data, and we discussed the current policies in place.

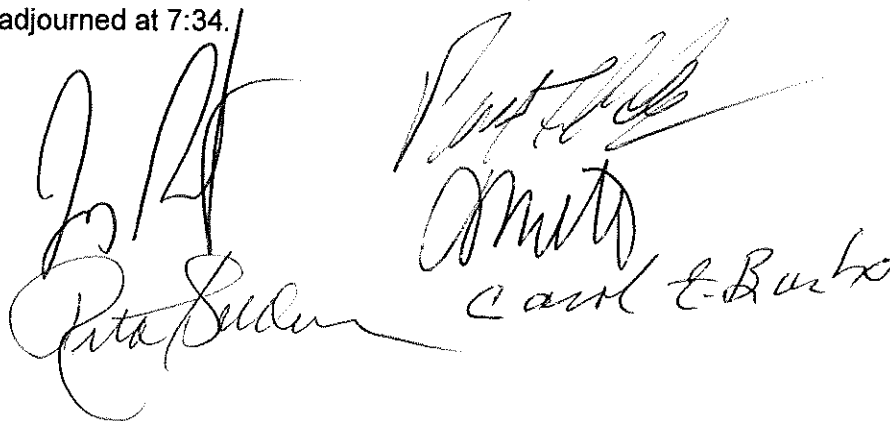
Jeff Raymond asked about the cardboard disposal fee on a recent invoice. The library rents a dumpster for cardboard removal because it needs to be separated between paper and cardboard.

New Business: Jeff Raymond raised the question of the board sponsoring the children's librarian position at the town meeting this year. We discussed the different options and came to a conclusion:

Jeff Raymond moved to, as a board, petition the town manager to reinstate the children's librarian position in the FY17 budget request to be voted on at town meeting as a warrant item. Michael Hranek seconded.

Jeff Raymond will take the next steps to get the item on the warrant and figure out whatever next steps need to be taken.

Adjournment: Paul DiCicco moved to adjourn. Michael Hranek seconded, and the meeting adjourned at 7:34.



Handwritten signatures of board members, including Paul DiCicco, Michael Hranek, and Carl E. Burt.