

Northborough Free Library
Board of Trustees
Meeting Minutes for April 14, 2015

Present: Jane Clark, Lara Helwig, Leslie Homzie, Ralph Parente, James Pini, Michelle Rehill, Jack Sharp, Barbara Virgil

Also Present: Jean Langley, Bonny Krantz, Katrina Ireland, Deborah Hersh

Not Present: John Stoddard

Call to order and opening remarks

Lara Helwig, Chair, called the meeting to order at 7:31 pm.

The Board briefly discussed a Trustee who has unfortunately missed several meetings. During the meeting, the Board was open to him renewing his term if he wished to, however since the meeting, he has decided to resign from the Board.

Approval of the minutes

Jack Sharp moved that the minutes from the March 10, 2015 meeting be approved, subject to the addition of Barbara Virgil being noted as “not present.” Michelle Rehill seconded the motion. The minutes were approved by a unanimous vote.

Financial Report

Jean noted a few concerns on the financial report:

- 1.) Fuel is now in the red. The cold winter, along with issues heating the meeting room kitchen have been the main drivers of the higher than expected costs this year.
- 2.) Building maintenance could potentially go into the red. Some bills are expected to come in soon, including some electrical costs, as well as the bill for shoveling the roof. Additionally, it is noted that the original contractor who built the library has offered to hopefully fix an HVAC problem that involves a crane and opening up the roof for a day. The Library does not expect to incur significant, if any, expense for this, as the original contractor has generously offered to do this on his dime.
- 3.) Custodian supplies has a potential to go into the red. This is a small account though.

Librarian's Report

The budget proposal for next year will still require the Library to seek a MAR waiver. The shortfall is driven by a decrease in library director's salary, as well as other personnel expenses.

Katrina Ireland was introduced as the new Children's librarian

Jean informed the board of a recent issue with a patron. On more than one occasion, a patron has been suspected of consuming alcohol at the library. On the most recent occasion, he smelled very strongly of alcohol. The Library phoned the police. The police came, escorted him out of the library and took him into custody.

Jean brought some old bank booklets from the early 1900's. Unless the board had reason to keep them, she wanted to get rid of them, either by throwing them out or asking the Northborough Historical Society if they would like to have them. The Board had no objections to this.

Jean brought two very old books that the Library was in possession of from the 18th century. She intended to get advice from a conservation center as to what to do with them (free of charge).

The Subcommittee for hiring a new Library Director had its next scheduled meeting on April 30th at 7pm in the Town Hall. So far the Library has received 12 resumes.

There will be two receptions in June for Jean's retirement.

The meeting was adjourned at 8:19pm.

Date of next meeting

The next meeting will be May 12, 2015 at 7:30 pm in the Conference Room.

The meeting was adjourned at 8:10.

Respectfully submitted,

James Pini, co-secretary

Documents used during the meeting:

April 14, 2015 Agenda

March 10, 2015 Minutes

April 2015 Financial Report

April 2015 Librarian's Report

April 2015 Children's Room Statistics

April 2015 Teen Room Statistics