

**Randall Library Trustees Meeting**  
**June 11, 2014**

**Attendees:** Barbie Wolfenden, Kathleen O'Brien, Jane Epstein, Harry Donahue, Tim Reid, Melissa Fournier, Marianne Sharin, Margaret Irwin

Meeting called to order at 7:04

Motion to accept minutes from May 14 by Kathleen O'Brien  
Seconded by Jane Epstein. Passed unanimously

Library Policy Review second review  
Motion to accept the policies by Kathleen  
Seconded by Jane. Passed unanimously.  
Marianne agreed to be the maintainer of the Policy book

Discussion of Church request for payment assistance for the parking space paving. Harry provided photos of the spaces being discussed. There are an additional 5 spaces that are available Lively discussion ensued.

Harry Donahue motioned to consider the payment of \$756 for the right to use 5 additional spaces

Kathleen seconded  
Motion passed.

Directors Report - Melissa

Water Problem from Childrens Room. The old library roof slants into one drain pipe - the drain had not been cleared last fall, and caused the leak, water got under the flashing. The children's room ceiling has been damaged. The second story floor is not damaged, only the sheetrock and the drop ceiling in the Children's area. A carpet cleaner was called due to the odor, the cleaner has identified the smell is due to the undercarpet being wet and not drying out quick enough. Industrial fans were brought in to help dry it out. The fans are now running all night every night to dry out the space.

- Books May 2013- 6185
  - E-books May 20Attendance
    - May 2014= 3745
    - May 2013= 4467
    - Decrease of 16%
  - Circulation
    - Books May 2014- 5776
    - E-books May 2014- 421

- FreeGal - 61
  - Total 2014- 6258
  - Books 2013- 6185
  - E-books 2013 - 333
  - Total 2013- 6518
  - Down roughly 4%
- Website Activity
  - May users - 452
  - May sessions - 610
  - YTD (Oct 2013-current) 1,957 users, 3,386 sessions.

RFP being generated for CPC funds to do design options for historical preservation.

The media center donated by the Friends is installed. The first program will be done Exploring the Worcester Art Museum.

Library opening has applicants. They are being reviewed..

Requested to have lessons with patrons to understand how to access and download information from the library website.

#### Chairmans Report

Clarification for Trustees who are identified to work with other groups in town are the liasons for the Library Trustees.

#### Committee Reports

Building Status Report : Tim

Met with Melissa and reviewed the RFP for the renovation of the 1892 building. Submitted but did not pass at the polls in 2013. Adjustments have been made to the RFP and it will contain the list provided by Melissa, as well as items that have been requested by Jim Salvie and Kathy Sferra.

Friends update: Booksale went well. The Preview Event for Donors saw an increase in attendance. Trio of musicians at the Preview Event was well received by the patrons who enjoyed the music and perusing the books.

PR Status: Marianne met with Margaret, looking to keep the library in the minds of the community.

#### Treasurer Report - Tim Reid

Preliminary meeting of the Second Century Fund. The trust document filed by SCF identifies how fundraising monies can be spent, directly for materials, however if the monies are identified by the donor for capital projects.

Old Business

New Business

Consider new land for the library, expansion or otherwise.

Motion to adjourn by Harry Donahue

Tim Reid seconded. Motion passed.

Meeting Adjourned 8:12