

Upton Town Library Board of Trustees
Memorial School
Conference Room 117
April 4, 2011
Minutes

The Upton Town Library Board of Trustees' regular monthly meeting was called to order at 7:04 p.m. Those in attendance were Erin Alcott, Matthew Bachtold, Charlotte Carr, Judith Katz, Katie Kelley, John Minnucci, and John Robertson, Jr.

A motion "to accept the agenda as printed," was seconded and passed unanimously.

A motion "to accept the Secretary's minutes from the March 7, 2011 meeting, as printed," was accepted and passed unanimously.

A motion "to accept the Treasurer's Report as printed," passed unanimously.

Matthew reported that the MBLC has sent the Upton Library the remainder of the MEG funds in the amount of \$3,030.46.

John Robertson reported that the Trustees will not have an article on the Special Town Meeting Warrant. The Trustees will present two articles (previously reported on the March 7, 2011 Trustees' minutes) and the FY '12 budget at the Annual Town Meeting. Matthew will verify the correct amount of the library's budget for the warrant with Steve Bern of the FinCom. A discrepancy in the budget amount appears in correspondence.

There is a two-year term on the Board of Trustees for which no candidate is running. The possibility of a write-in campaign was discussed. Questions that need to be answered are:

- How many votes are needed for a write-in candidate to be elected?
- What identifying information must be written on the ballot?

Matthew reported that there will be training for library employees in Worcester, date TBD, for the new CW Mars System. A limited number of people may attend. Two people from the Upton Library staff will attend.

The official date for the switchover to the new CW Mars system is October 16. On October 8, the whole system will be shut off with no circulation program. An offline program will be rolled out by CW Mars to address these issues. A discussion took place about the possibility of closing the library during that week. As the date draws closer, more discussion will take place.

A motion was made, "to authorize funds for Matthew to purchase a laptop from WorldBand for the staff workstation. MEG funds will be used." This motion was seconded, and passed unanimously.

Matthew asked that the Trustees proofread the final draft of the new library brochure before he does the formal printing.

The Friends of the Library have elected the slate of officers (Directors) approved at the March Trustees' meeting. They are:

- Diane Dunster, President
- Chris Lazar, Treasurer
- Carrie Johnson, Vice President

The Friends are conducting a fundraising raffle. The drawing will be held on June 4th, Garden Day. Anyone who wishes to donate items to the Friends may do so by the beginning of May.

Important upcoming dates:

- May 2nd: Town wide election
- May 5th: Town Meeting

The next regular meeting of the Upton Town Library Board of Trustees will be held on Monday, May 9, 2011.

A motion to adjourn the meeting was made at 8:34 p.m. This motion was seconded, and passed unanimously.

Respectfully submitted,

Charlotte Carr, Secretary
Upton Town Library Board of Trustees