

BOARD OF LIBRARY TRUSTEES MEETING MINUTES

Convened at 7:00 PM on Monday, May 9, 2016; Milton Public Library

Present: Trustees, Hyacinth Crichlow, Raymond Czwakiel, John Folcarelli, Andrea Gordon, Paul Hays, Kristine Hodlin, Herb Voigt, Frank Schroth and Director William Adamczyk.

Absent: Kari McHugh.

1) Approval of Agenda: Motion made by Kris Hodlin, seconded by Ray Czwakiel; Approved (Unanimous).

2) Citizen's Speak: None

3) Approval of the Minutes from April 11, motion made by Kristine Hodlin, seconded by Ray Czwakiel; Approved (7 Yes, 1 Abstention (Voigt)).

Approval of minutes from May 2, motion made by Kris Hodlin, seconded by Hyacinth Crichlow; Approved (Unanimous)

4) Treasure's Report. Motion to approve Treasure's report by Andrea Gordon, seconded by Herb Voigt.; Approved (Unanimous)

5) Director's Report

See detailed director's report packet.

Highlights:

- Children's attendance continues to increase though programming volume remains constant, possible testament to the quality of programming and implementation of programming.
- HOOPLA Discussion: discussed the pros and cons of this resource to increase digital access to content including the various costs of different packages.
- On budget with excess salary money to cover needs for the rest of FY.
- Revolving fund on track to be down again for FY 16
- Previewed new web page template and content soon to be up

6) Committee/Liaison Report

- Library Foundation -- house parties instead of gala to be scheduled by December.
- Friends -- no information to report

- Arts Committee Report – Reviewed old bids for repair and conditions of the Kidder oil painting; will have information on timeframe of next steps by next board meeting. Outcomes of work of Arts Committee: labeling on walls, guidebook, and online data base of collection.
- Capital Committee – no information to report
- Budget Committee – no information to report

Trustees Committee:

- Herb Voigt to join Long Range Plan
- Hyacinth Critchlow to join Long Plan
- Paul Hays to join Personnel Committee
- Kristine Hodlin to leave Long Range Plan, Triangle, and Personnel

Reminder: time and location of committee meeting must be posted 48 hours in advance to be in compliance with Open Meeting Law. Get information to Will in advance and he will record with town according to protocol; minutes must be taken and turned in to director after the meeting.

7) Old Business –

- Town Meeting: everything requested for Town Meeting by Library was granted. Recommend presentation by Library at FALL Town Meeting to promote library
- Turnaround Update – survey has begun
- Director’s Evaluation – Ray and Frank met to work on evaluation and will review in Executive Session.
- Little Free Libraries is near complete – will be ready in 2 to 3 weeks; ready to be installed at Cunningham Park. Friends members may be point to manage content, to be determined.

Move to table 8 F, Tutor Policy follow up and 8 G, Bereavement policy/procedure discussion made by Kris Hodlin and seconded by Ray Czwakiel; Approved (Unanimous)

8) New Business –

Union contract to be settled within the month with changes to benefits.

Upcoming meetings confirmed for: 6/13; 7/11

Motion made to go into Executive Session for the purpose of reviewing evaluation made by Herb Voigt with Kris Hodlin second. Unanimous Roll Call was performed and Trustees went into Executive Session.

Motion made to exit Executive Session made by Andrea Gordon seconded by Ray Czwakiel; Approved (Unanimous)

Motion to adjourn was made by Kris Hodlin; seconded by Herb Voigt. Approved (Unanimous)