

BOARD OF LIBRARY TRUSTEES MEETING MINUTES

Convened at 7:00 PM on Monday, September 12, 2016; Milton Public Library

Present: Trustees, Hyacinth Crichlow, Raymond Czwakiel, John Folcarelli, Andrea Gordon, Paul Hays, Kari McHugh, Herb Voigt, Frank Schroth

and Director, William Adamczyk.

Absent: Kari McHugh, Kristin Hodlin.

Approval of Agenda: Motion made by Ray Czwakiel; Andrea Gordon seconded; Approved (Unanimous).

Citizen's Speak: None

Secretary Report: Approval of July, 2016 minutes. Motion made by Andrea Gordon, John Folcarelli seconded; Approved (unanimous).

Treasurer's Report:

- Approval of September Treasurer's Report. Motion made by Ray Czwakiel, Herb Voigt seconded; Approved (Unanimous).

Director's Report:

Comprehensive Usage Report – July and August Highlights.

Topics of Note:

- Digital downloads one of the highest, 2,337
- 1,900 youth attended children's program

Financial Review FY17

Electricity usage the same in July and August, cost higher so far in FY17.

Review FY16

Reviewed final notes as FY16 was officially closed by the Town.

Town accountant was contacted with regard with funds associated with the library to clarify status of funds; to be followed up with in the future until resolved by Director and Chair of Trustees.

Director identifies possibility of state network library fees increasing for FY18. Fees have not increased in many years. He will keep us up to date.

FY16 Usage Statistics Highlights.

New Teen Librarian has started.

Committee Reports

Reports given; points of note:

- Nine Milton Library Foundation parties have been scheduled, parties to raise money for the library to begin this fall and winter.
- Kidder portrait contract received and signed from the Massachusetts Horticultural Society, contract given to Director for official keeping.
- Motion made to submit request of \$47,000 repair of basement floor to Capital Committee. Motion made by Hyacinth Crichlow; Second by Ray Czwakiel; Approved (Unanimous)

Old Business –

- Turnaround Update – Town conducted bid process and the recommendation from Town and Library Director is to accept the bid of Lorusso Corporation of Plainville, MA. Goal to complete this fall. Motion made by Herb Voigt to accept proposal to construct the turnaround in the amount of \$67,301. Second Ray Czwakiel; approved (Unanimous).
- Little Free

New Business –

- Final version of FY16 Annual Report circulated and reviewed. To be submitted to the Town to continue the annual trend that the Milton Public Library has all paperwork into the Town in a timely fashion.
- Kidder library forum was held to enable public to discuss future of the Kidder Library with Trustee members. One person attended.
- Motion made Herb Voigt to proclaim October Library Month! in context of fundraising efforts to support the library. Second Hyacinth Crichlow. Approved (unanimous).

Motion was made to close September Trustee Meeting by Hyacinth Crichlow; second Ray Czwakiel. Approved (unanimous vote).

Next meeting October 17, 2016.