

## BOARD OF LIBRARY TRUSTEES MEETING MINUTES

Monday

February 11, 2019 - 7:00pm (at Milton Public Library (“MPL”))

**Present:** Trustees John Folcarelli (Chairperson), Paul Hays, Hyacinth Crichlow, Chiara Frenquellucci, Philip Driscoll, Kris Hodlin, Raymond Czwakiel, Kari McHugh, Sindu Meier, and Library Director, William Adamczyk

**Absent:** None

**Citizens Speak:** Members of the Discovery Schoolhouse board and administration attended. They read a prepared letter to the board requesting an extension to the lease and considerations during the RFP process. Some members of the group also made statements and asked questions of the Trustees.

**Approval of Agenda:** J. Folcarelli presented the meeting agenda. Motion made by R. Czwakiel to approve the agenda and P. Driscoll, seconded the motion which was unanimously approved.

**Secretary’s Report:** January 2019 meeting minutes revised and approved. Motion made by P. Hayes to approve the agenda and seconded by C. Frenquellucci.

**Treasurer’s Report:** See attached. Motion made by P. Driscoll to approve the report and seconded by C. Frenquellucci.

**Trust Fund Committee:** The committee presented the revised Herb Voigt Writer in Residence proposal. The Board approved the proposal with minor edits. Motion made by K. Hodlin to approve the proposal and seconded by R. Czwakiel. K. McHugh will share the final proposal with the team.

Next steps:

1. W. Adamczyk to ask H. Voigt’s family for permission to name the program after Herb Voigt.
2. Put a press release in the Milton Times
3. Request a Voigt family member to be on the selection committee.

**Fiscal Budget 2020:** W. Adamczyk presented to the Budget Committee last Wednesday. They presented the Library Budget as is to the Warrant Committee. W. Adamczyk and J. Folcarelli will meet with the Select Board Library Sub Committee on 2/15/19.

**Kidder Update:** W. Adamczyk, K. Hodlin and J. Folcarelli will present the information to Town Meeting and have selected some others to speak on the Board’s behalf. K. Hodlin shared the fact sheet, cable news video and article from Milton Times.

W. Adamczyk to respond to 2/5/2019 Discovery House request.

**Director’s Report:** See attached. Will Adamczyk reviewed the highlights.

**Stackpole Scholarship:** Director recommended Jack Cahill and Arthur Garcia as recipients for the Stackpole Scholarship. The Scholarship will be presented in May 2019 Trustee meeting. Board motioned and approved the awarding and funding of the scholarships.

E books circulation continues to rise.

Access doors and controls replacement/upgrade in process. The effort should be complete by mid to end March 2019.

Keys Room now has improved technology. People can wirelessly connect to the projector.

OCLN – New System upgrades and equipment upgrade.

There will be HVAC unit repairs which serves the archives and the Friends’ Shop.

**Teen Center:** the first congregational church is opening a teen center in its building. They would like to have a small library. Board to determine how the library can contribute.

The Strategic Plan is due October 2020. The group needs to start work in 9/2019. The board will invite members in February 2019. Please make recommendations to Director. The Group will consist of Trustees, Staff, Public, Friend, and Foundation members.

3<sup>rd</sup> Annual survey completed. The Board reviewed the results. No action at this time.

10<sup>th</sup> Anniversary Committee. Connie Spiros will be setting the next meeting and sending out tasks for the group.

All Trustees need to sign up for a town of Milton email.

P. Hayes left at 8:30pm.

Executive Session from 8:35 to 8:42pm. Trustees John Folcarelli (Chairperson), Hyacinth Crichlow, Chiara Frenquellucci, Philip Driscoll, Kris Hodlin , Raymond Czwakiel , Kari McHugh, and Sindu Meier were in attendance.

Friends: : Oscars Event was well attend.

The Foundation will meet tomorrow.

**Future Library Trustees Meetings:**

March 11, 2019

April 8, 2019

The motion to adjourn the meeting **Passed**, with unanimously, and the meeting adjourned at 9 pm.

Respectfully Submitted,

Sindu Meier  
Secretary