

BOARD OF LIBRARY TRUSTEES MEETING MINUTES

Monday

September 10, 2018 - 7:00pm (at Milton Public Library (“MPL”))

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

Absent: Kristine Hodlin, Hyacinth Crichlow

Approval of Agenda: Sindu Meier presented the meeting agenda. Motion made by R. Czwakiel to approve the agenda and P. Driscoll seconded the motion which was unanimously approved. K. McHugh abstained.

Citizens Speak: NA

Secretary’s Report: July 2018 meeting minutes submitted for approval. P. Driscoll made the motion to approve the minutes. C. Frenquellucci seconded the motion which was unanimously approved.

Treasurer’s Report: See attached. Small math correction. R. Czwakiel made the motion to approve the revised minutes. P. Driscoll seconded the motion which was unanimously approved.

Bartholemew will attend the November 2018 Meeting to review investments. Trust Fund Committee to meet in advance to review selection of funds policy.

Action Items:

MBLC FY 2018 Action Plan reviewed. Motion to approve by P. Driscoll, seconded by K. McHugh.

Annual Report 2018 Draft will be circulated.

Staff Conference Request: Jen and Sara’s previously approved requests were unable to occur. Jen will now be going to a conference in Rhode Island and Sara will take an online course.

Chris will attend the Library Technology Specialists conference in MN. The Trustees approved up to \$1300 for this trip/conference. C. Frenquellucci made the motion to approve the minutes. H. Crichlow seconded the motion which was unanimously approved.

Jeff Erikson has been documenting and archiving art and documents at Milton Public Library. Art Rights Statement for the online collection was discussed. Motion to approve by P. Driscoll, seconded by K. McHugh.

Kidder Building Update:

John Flynn is reviewing the Kidder RFP.

William Adamczyk and John Folcarelli presented the Article to the Warrant Committee.

The article has been referred back to committee for further discussion.

The Board will now present in either the Winter or May 2019 Town Meeting.

We will not present at the October 2018 Open Forum.

Director’s Report: Will Adamczyk provided monthly statistics.

Library is seeking the dissolution of the Library Building Committee and the transfer of the Building Fund to the Trustees.

The Children’s programs were very successful this summer. There was a lot of interest in the summer reading program.

Not many teens participated in the teen programs. There will be an influx of teens with the reopening of Pierce Middle

School.

The Floors and Carpets will be removed and installed. The slab was tested for moisture issues.

The driveway repair is complete.

W. Adamczyk is looking into various door and security upgrades.

The HVAC system in good shape.

W. Adamczyk will review the budget along with the Town Department Heads

The new budget (starting June 30, 2018) reflects a 2.4% increase.

The Trust Fund Committee to meet in September 2018.

Discussion Items: Should we sell the Milton Times at the Library. The Trustees decided to table this idea for the current time. Did not want to set a precedent of selling products for outside groups.

Strategic Planning Committee – W. Adamczyk to send an email and set a meeting with the committee.

Milton Foundation Gala will be on October 17, 2018.

The Milton Foundation meeting will be on September 11, 2018 at Abby park.

The Fund a Need Fund – paid for the café furniture and the furniture was ordered. This includes two new study rooms with a demountable wall system.

Future Library Trustees Meetings:

October 15, 2018 7pm

November 19, 2018 7pm

December 10, 2018

Town Meeting October 22, 2018 – two nights

Suggestion: fix it program

The motion to adjourn the meeting **Passed**, with unanimously, and the meeting adjourned at 8:15 pm.

Respectfully Submitted,

Sindu Meier

Recording Secretary