

MINUTES OF THE BOARD OF LIBRARY TRUSTEES MEETING
MONDAY FEBRUARY 13, 2017
TRUSTEES ROOM
7:00 pm.

Present: Trustees, Hyacinth Crichlow, Raymond Czwakiel, John Folcarelli, Paul Hayes, Kristine Hodlin and Herbert Voigt. Frank Schroth attended remotely.

Absent: Andrea Gordon, Kari McHugh.

Also Present: Director William Adamczyk.

Citizens Speak: Milton Times Editor Maryellen Welch.

Introduction of Town Administrator Michael Dennehy

There were no questions from the Times editor.

Town Administrator Michael Dennehy introduced himself to Trustees of the library. He is a huge fan of the library.

He gave a brief report on his career, and reported on the budget praising Director William Adamczyk on his work. Mr. Dennehy and Amy Dexter would be presenting the non contingent budget to the Selectmen on Tuesday. He will have a clear idea of where we stand in a couple of weeks.

The potential town override became a discussion point. Dennehy and trustees both agreed that one was needed to adequately fund all departments.

Approval of Minutes: Motion to approve minutes of January 9, 2017 was made by Paul Hayes acting chair and seconded by Herb Voigt. Trustees voted unanimously to approve the minutes.

Treasurer's Report: Treasurer John Folcarelli stated that there was no significant update since the trustees met with Bartholomew Investment Company, but gave the trustees a report on the total assets of Trustees Funds.

Motion to approve Treasurer's Report was made by Kristine Hodlin and seconded by Raymond Czwakiel. Trustees voted unanimously to approve the Treasurer's report of January 2017.

Director's Report:

. 17% of all circulation was digital in February. We added a new streaming music service from Freegal that added to this percentage. A discussion was made on ways to increase circulation and streaming. Hoopla is making it easy for patrons to download.

. **FY17 Budget:** We are right around where we were last year in our budget. Electric bill is down also water is down.

- . **Staffing update:** Dan has returned from medical leave. Another staff member was also out due to a house fire.

- . **Building and Grounds:** Two heat pumps were removed for repair and returned. They were done offsite. The cost was about \$4,000 each to repair. There is no warrantee. The company name is Florida Heat Pump Facilities. Originally we had a 1-year warrantee.

- . The Customer Service Workshop for staff, which started in January, was a huge success. The next one will be in March.

Old Business:

- . 11 out of 18 staff members have completed the Director's Evaluation survey. Several trustees reached out on the Facebook page for feedback on the overall Library survey.

- . Parking Lot Turnaround update: The \$67,000 Turnaround bill came in. The state paid \$50,000, trustees paid the remainder from the building fund.

New Business:

Stackpole Scholarship. Each year the library awarded Pages that work at the library the Stackpole Scholarship Fund in the amount of \$500.00 each. One Page was eligible; the Page will come in to meet trustees at the May meeting.

- . Food & Drink policy review: Will gave brief review on patrons bringing snacks into the library and should we set a policy on it.

- . Kidder Building repairs: Will update on the Kidder Building, fence that is in need of repair. A suggested \$4,000 would be needed and would come from the revolving fund.

- . Other: There was a comment on the Former East Milton Library about a possible use of it turning into a Fire Station.

Committees/Liaison Reports:

Milton Library Foundation. Herb updated the trustees on the House Parties held over the summer and that we made \$70,000.

- . Friends of the Library report: None
- . Capital Committee – None
- . Art Committee – The committee will be reaching out to Mass. Horticultural to obtain permission to restore the Kidder portrait. The committee has received several estimates for the work and will bring them to the board in March.

Motion to adjourn was made by Ray Czwakiel and seconded by Herb Voigt.