

BOARD OF LIBRARY TRUSTEES MEETING MINUTES

Monday

June 11, 2018 - 7:00pm (at Milton Public Library (“MPL”))

Present: Trustees Chiara Frenquellucci, Philip Driscoll Paul Driscoll, Raymond Czwakiel, Paul Hays, Kristine Hodlin, Sindu Meier, and Library Director, William Adamczyk

Absent: John Folcarelli (Chairperson), Kari McHugh. Hyacinth Crichlow

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

Citizens Speak: NA

Secretary’s Report: May 2018 meeting minutes submitted for approval. P. Hays made the motion to approve the minutes. R.Czwakiel seconded the motion which was unanimously approved.

Treasurer’s Report: See attached. (I don’t have notes that we reviewed/approved)

Stackpole Scholarship: The Trustees presented 2 recipients with the Stackpole Scholarship Eva Hiller and Chelsea Akubo. Two additional Recipients Julie Li and Shoilee Banarjee were not in attendance.

The Trustees voted to increase the Stackpole budget for 2018 to cover the 4 recipients. Motion made by R. Czwakiel to approve and K. Hodlin seconded the motion which was unanimously approved.

Sub Committees:

Dissolution of the Library Building Committee. Vote required to do the following:

1. Vote to move Library Building Committee’s funds to Trustee’s control. K. Hodlin and Town Council to advise if funds can be put into Trustees’ Account.
2. Approve text for the Town meeting Article
3. Send Article to Town Meeting to dissolve the Library Building Committee.

W. Adamczyk to put an article in place for the Fall Town meeting. See attached.

K. Hodlin spoke with the Library Building Committee’s Chair (Tom Martinson) about the dissolution.

Motion made by P. Hayes to approve and R. Czwakiel seconded the motion which was unanimously approved.

Kidder Building Sale - Warrant Article

K. Hodlin sent a draft to the Board of Selectmen

The Board of Selectmen will need to transfer the building’s ownership from the Town to the Board of Trustees.

Kidder Building Update:

Discovery House lease extended to August 31, 2019.

Trustees will increase the rent by 5%.

Sublet requirements – Renter to notify the Trustees and receive authorization for sublets.

Motion made by P. Driscoll to approve and R. Czwakiel seconded the motion which was unanimously approved.

Two staff members requested funding to attend a library conference (ALSC).

Motion made by K. Hodlin to approve and R. Czwakiel seconded the motion which was unanimously approved.

Kidder RFP – revise for Fall 2018

Director’s Report: Will Adamczyk provided monthly statistics.

Third Month in a row the digital circulation has topped 20%.

On May 16th 5-7pm. The Man from Moscow Author spoke at Milton High School. It was well attended and successful.

Library will have a weekly presence at the Milton Farmers market.

The spring cleaning of the windows and carpets will occur this month.

New basement flooring will be installed

\$98,000 was spent for door locks and security system upgrades

Trustees will form a 10th Anniversary for the 2019 celebration in the fall.

Teen Task Force – Will need a Library Trustee member.

Bylaws review – W. Adamczyk will review and present the text. There is concern over one piece of text.

MLS Executive Director Search – Final Interviews will be held for 3 people.

MLA – Massachusetts Librarians Association – W. Adamczyk will serve as the President this year.

Parking Lot Plans –

\$12,000 cost for sealing the parking lot. The town will pay part of the cost. This effort is required every 3-4 years.

Lower Parking Lot –

John Thompson is drawing a revised lower parking lot option.

Trust Fund –

Update in July 2018. The group will review which funds they should/not invest.

HR Committee –

End of Year Review.

Mid year survey completed by committee

Mid year 360 review for W. Adamczyk was positive.

Strengthen Regular Staff meetings, Provided 9 professional development classes.

Evaluation due this month.

Strategic Plan – Due to MBLC by October 2020

Milton Public Library Foundation – October 17, 2018

Friends of the Library – new president is Vanessa Foster.

Future Meetings:

July 9, 2018 7 pm Trustees Meeting

New Business:

The motion to adjourn the meeting **Passed**, with unanimously, and the meeting adjourned at 8:30 pm.

Respectfully Submitted,

Sindu Meier

Recording Secretary