

## BOARD OF LIBRARY TRUSTEES MEETING MINUTES

Monday

November 19, 2018 2018 - 7:00pm (at Milton Public Library (“MPL”))

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

**Absent:** Raymond Czwakiel , Kari McHugh

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

**Citizens Speak:** NA

Bartholemew attended the November 2018 Meeting to review investments. Bartolemew will provide Trust Fund committee some rating information on the listed stocks so they can determine a policy on stock selection.

Trust Fund Committee to meet and make a recommendation to the Trustees.

**Secretary’s Report:** October 2018 meeting minutes will be submitted in December’s meeting for approval.

**Treasurer’s Report:** See attached. Treasurer Crichlow received a notice for a class action suit against Wells Fargo. Motion made by K. Hodlin to approve the report. P. Driscoll seconded the motion which was unanimously approved.

Study Room Policy Discussion – Director recommends seeing how the new spaces are utilized and then setting a policy. The issue was tabled until January 2019.

The Tenants (Discovery House) signed the Kidder Lease. Each Trustee is required to sign the lease.

Capital Fund requests –lock replacement . Director would prefer to complete the effort in one year.

50% of funding from City,

30% from Trust fund (Building Funds, approximately \$30,000)

20% State Aid Account

The Trustees approved the motion.

Fiscal 2019 Budget submitted to Warrant Committee and Select Board in April. Awaiting a response. Salary increase will be determined by the Union negotiation.

On 12/4/2018, there will be a special town meeting.

The Kidder Building – K. Hodlin, J. Focarelli and W. Adamczyk meet with the Select Board and requested a vote to show support. The Affordable Housing Committee may be interested in acquiring the building.

The Trustees will bring the issue to vote at the 2/25/2019 Town Meeting.

**Director’s Report:** Will Adamczyk provided monthly statistics.

MPL has online NYT. The total circulation went up 5%.

20% use digital media

Tracking Physical use of library –Children (1439 attendees)

The Library is moving collections and the new pods have been installed. They are well utilized.

The Library has a Diversity and Inclusion Task Force to address cultural, adaptive and age issues.

The Strategic Plan is due October 2020. The group needs to start work in 9/2019.

3<sup>rd</sup> Annual survey will be issued in January 2019.

10<sup>th</sup> Anniversary Committee – met last week. The date has been set to April 6 and 7. On Saturday the hours will be 10-5 and on Sunday 1-5. The events will include library tours, music and issuing library cards.

**(SM HAD TO LEAVE AND MISS THE REST OF THE MEETING.)**

**Future Library Trustees Meetings:**

December 10, 2018

January 14, 2019

February 11, 2019

March 11, 2019

April 8, 2019

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

Respectfully Submitted,

Sindu Meier  
Secretary