

Board of Library Trustees Meetings Minutes

Monday

6/8/2015

6pm

Milton Public Library

Trustees Present: Hyacinth Crichlow, John Folcarelli, Andrea Gordon, Kristine Hodlin, Frank Schroth, Paul Hays, and Director William Adamczyk,

Absent: Elizabeth Alvarez, Herb Voigt, Raymond Czwakiel

Approval of Agenda: Approved (Unanimous)

Presentation of Stackpole Scholarship

Citizen's Speak: None

Vote to approve minutes: Approved (Unanimous). One abstention.

Discussion regarding the detail of the minutes. *It was agreed that a level of detail in minutes such as names and vote count is a nice to have but not required. Succinct minutes documenting action shall suffice.*

Treasurer's Report

Discussion: Treasurer's Report. Motion made to accept Treasurer's Report. Unanimous. A short discussion was held concerning funds available for spending.

Motion made to take Oakland Fund \$684 and Kidder Fund \$1,573 and place in gift account. Approved (Unanimous).

Director's Report

The Director Will Adamczyk reported on statistics, budget, staffing, and building.

Committee/Liaison Report

The Committee reviewed the committee assignments, parking and grounds, long range planning, and revolving fund.

Significant points include:

- Hyacinth Crichlow to join the Friends Committee and be the Friends Liaison
- Paul Hays to join the Triangle Committee
- Costs being assessed on additional parking plans.
- Working on plans on grounds including garden clubs.

- Long Range Plans work has moved forward including multiple meetings. The long-range plan goals and objectives will change from past goals and objectives. Included in the goals will be a diversity goal.

Director William Adamczyk requests Transfer of Funds, \$12,000 from Library Salary Wage line to the Library General Expense.

Motion made. Approved (Unanimous).

Executive Session

Motion made to go into Executive Session to discuss the Library Director's Evaluation and contract. (Unanimous.)

Motion made to end Executive Session. (Unanimous.)

Return to regular session

Recommendation made that the finance committee review the contract and job description of the Director of the Library for future consideration by the Trustees.

Tutor Policy

Motion made to adapt Tutor Usage Policy. Approved (Unanimous.)

Gift Policy

The Trustees ask that the Director review the gift policies of other libraries and make a proposal for the policy of gifts for the Milton Public Library to bring to the Trustees at future meetings for consideration of implementation.

Future Meeting Dates

The next meeting will be on 7/13 or 8/17.

Suggested that starting in September, the second Monday of the Month will be the regular meeting date unless the Monday conflicts with a major event (e.g., National Holiday or Town Meeting) in which case it would be the second Tuesday of the Month (that is, the day after the regular meeting would be). To be decided for the 15-16 year at the next Trustee meeting (either in July or August) to have all meeting dates set for public record.

Motion to adjourn (Unanimous).