

**Board of Library Trustees Meeting
May 13, 2008**

7:00 p.m.

[Medway Public Library](#)

Attendees:

Trustees:

MaryAnn Cabibbo
Meena Jain
William Roberts
Wendy Rowe

Citizens:

Margaret Perkins

Minutes:

As always the town election reduced the trustees to their primal unformed state. As it happened, they came together in a circle on the rug in the Children's room (all other rooms being booked).

Bill began to take notes and on prompting brought the meeting to order and took nominations for Chair.

Motion to nominate Wendy as Chair. MAC1, WLR2. As she's willing, the motion carried unanimously.

On learning that all she needed to do was keep Wendy willing and able, Meena agreed to be Vice Chair.

Motion to nominate Meena as Vice Chair: MAC1, WLR2. Unanimous

Motion to nominate Bill as Secretary: MJ1, MAC2, Unanimous

Once again order had overcome entropy and the trustee meeting proper could get underway.

A. Approval of agenda

Motion to approve agenda: MAC1, WLR2. unanimous

B. Secretary's report

Two months worth:

Motion to approve the March Minutes: WLR1, MJ2, 3-0-1 (MAC abstained as she wasn't there)

Motion to approve the April Minutes: WLR1, MJ2, 3-0-1 (MJ abstained as she wasn't there)

C. Citizens Speak

Margaret plans to attend a disaster planning workshop in June.

D. Budget Report

- Town Meeting Mon Jun 2; book recommends \$191,172
- year-end accounting

Both the town and the grant year end accounting is complicated. Wendy's making progress.

We need to have all the work done and any materials in the building by fiscal year end (June 30) but we have until July 15th to issue the checks to pay for it all.

Wendy needs another quote before the cupola work can get underway

At the moment it looks like there's \$50,000 of the grant that'll be unallocated and is available to be spent. Any remainder goes back to the state.

The trustees felt that we should spend as much of that remainder as possible without being wasteful. There were suggestions of renewing some investment related reference materials that were dropped. We'd not renew them next year

E. Acting Director's Report

- Norfolk Registry of Deeds website
- Earmark project status
 - mold, walls, computers done. Painting soon. Cupola?
 - dumpster for old computers
 - medcc grant for maicheck pastels class and john porcino storyteller; MOTT grant pays maicheck travel

Everything save the cupola on the expenditure list has been done. Suggestions for needed things (materials or otherwise) are welcome.

- Summer programs and schedule
- Fall programs and schedule
- part-time hiring
- Saturdays
- Part-time Director, or stick with Assistant to the (Acting) Director?

F. Old business

- May election: Chuck and Wendy were re-elected. Is Chuck sworn in yet?
- many temple volunteers shelved books before the booksale

G. New Business

- Paths to re-certification and to reciprocal borrowing
- Shushing patrons: policy? (decorative plaque, signage, policy)

Postponed as this is Elliott's issue and he couldn't attend.

- Review/consider fines and fees

Currently:

- 10 cents/day overdue books and CDs
- \$1/day overdue video/DVD
- \$1 replacement library card
- \$25 for-profit meeting room use

- no fee for tutors scattered about the library at tables or in YA room
- no restocking fee for requested books waiting on hold shelf but never picked up

This discussion was deferred so that Chuck and Elliott can take part.

H. Fundraising

- Friends held book/bakesale last weekend
- Meena would like to bring in new people to the Friends and make it more active. There'll be a meeting in June

I. Next Meeting and summer meeting dates; who will be away when?

- June 3
- July 1
- Aug 5
- Sept 2

Motion to adjourn, 8PM, MJ1, MAC2, unanimous