

Blackstone Public Library  
Board of Trustees Minutes  
June 10, 2019

Present:

Lisa Cheever, Director

Mary Lou Branchaud, Chair

Kelly Gillis, Vice-Chair

Patty Guzinski, Secretary

Jay Dilibero, representative from New York Life

Deb Ristaino

Jean Alexandrowicz

1) Opening:

a. Meeting was called to order at 6:32 p.m. Linda Hemphill was absent.

b. Jean made a motion and Deb seconded to take agenda out of order so that Jay Dilibero could address the board. All voted in favor.

c. Jay Dilibero from NY Life presented the Board with information regarding free child identification program available to the Library. Jay provided proposal and answered questions regarding the program. Director will discuss program with Assistant Director and follow-up with Mr. Dilibero.

d. Next meeting date: July 8, 2019 at 6:30 p.m.

e. Deb made a motion to approve the minutes of May 6, 2019. Jean seconded; all voted in favor.

f. Library Closings: July 4th and 5th, 2019. The Library will resume regular hours on Saturday, July 6th.

2) Finances:

a. Invoices were signed and discussed. Director noted that the mulch invoice was paid from the Building Maintenance line item.

b. FY19 Budget was reviewed and discussed. End of FY19 projections were discussed. Ver-Tex invoice was paid from Operating Budget.

c. Director reviewed Salary line item for FY19.

- d. Xerox Lease Agreement Proposal was reviewed. Jean made a motion to approve the 36 month Xerox Lease Agreement with funding from the approved Warrant Article. Patty seconded; all voted in favor.
- e. Following recommendation from Chairperson, Deb made a motion to address item 4c at this time. Jean seconded; all voted in favor.  
-Director's Review was given to the Director. Trustees praised Lisa for her leadership, expansive programming, and successful grant applications. Director's Goals were discussed. Evaluation was signed by the Director and Chairperson.

### 3) Director's Reports and Discussions:

- a. Director discussed a safety issue which occurred on Library property. Director will follow-up with the Fire Chief and Acting Police Chief to express concerns regarding notification of safety issues involving the Library.
- b. Director discussed upcoming ARIS Report. Further clarification regarding MBLC updates and changes will be discussed at the July meeting.
- c. Director recommended a policy change regarding magazine circulation. Following discussion, Kelly made a motion to delete the phrase "current issues do not circulate" in the Magazine Circulation Policy to be effective immediately. Deb seconded; all voted in favor.
- d. Director recommended the Behavior Policy be updated. Lisa will seek feedback from other Directors.
- e. Friends update provided.
- f. Director provided a copy of the speech she gave at the Junior National Honor Society Induction at the Hartnett Middle School.
- g. Children's Room Report was reviewed and discussed.
- h. YA Report was discussed. Following a request from the YA Director, Deb made a motion to approve \$150 for YA Summer Reading raffle basket items to be funded from Gift Account. Kelly seconded; all voted in favor.

4) Chairperson/Trustee Reports and Discussions:

- a. Correspondence: see attached.
- b. Building Matters discussed.
  - Issues with the Fire Panel will be addressed with Red Hawk.
  - Building Warrant Article in the amount of \$85,000 was included under the Town's Building Warrant Article and was approved at Annual Town Meeting. Follow-up with Town Administrator will take place.
  - Plumbing issues persist in the Staff bathroom and kitchen. Mr. Sullivan will be contacted again.

5) Old Business:

- a. Green Grant- no update provided from Town Hall.
- b. Jean will update Policy Manual with changes.
- c. Blood Drive is scheduled for July 2, 2019 with the American Red Cross. Notices will be posted on Social Media and on the outside Library sign. Additional Blood Drive will be scheduled for October.
- d. David Forgit, owner of Goodstuff Smokehouse, presented the Library with a check for \$540 from the fundraiser held in May.
- e. Trustees Calendar will be addressed at the July meeting.

6) Adjournment:

- a. Kelly made a motion to adjourn the meeting at 8:55 p.m. Jean seconded; all voted in favor.