

Blackstone Public Library
Board of Trustees Minutes
June 11, 2018

Present:

Mary Lou Branchaud, Chair
Linda Hemphill, Vice-Chair
Deb Ristaino

Jean Alexandrowicz
Kelly Gillis
Lisa Cheever, Director

1. Opening:
 - a) Meeting was called to order at 6:30 pm. Patty Guzinski was absent.
 - b) Next meeting date is July 9, 2018
 - c) Jean made motion to approve the minutes of May 14, 2018 and May 21, 2018. Deb seconded motion. All voted in favor.
 - d) Library will be closed July 4, 2018 for Independence Day. Full time employees will accrue a floating holiday.
2. Finances:
 - a) Six walkie talkies were purchased per Lt. Gilmore's recommendation. They are turned on and off as part of opening and closing the library. Each one is located as follows: circulation desk, children's room, tech room, office and two mobile for staff.
 - b) FY18 year end budget was reviewed.
 - c) As a result of the vote at the town meeting, \$26,118 was reinstated into the part-time wages budget. Lisa will bring any changes to the FY19 budget to the next meeting.
 - d) The past due Xerox insurance charges were due to an incomplete binder. Lisa will follow up with insurance contact to furnish the required paperwork.
3. Director's Reports and Discussions:
 - a) Reviewed final balances for the FY18 budget. Encumbrances are due 6/30/18. Blinds will be purchased from the Gift Account. The projection for part-time wages to be paid from LIG/MEG for FY19 is \$10,502. This will be voted on at the July meeting. Young Adult report and Children's report were reviewed.
4. Chairperson/Trustee Reports and Discussions:
 - a) Correspondence-MBLC survey
 - Notice of discussion and reviewing survey results.
 - Will be sending a letter to the MBLC from the Board expressing our dissatisfaction with holding meetings during business hours (no evenings or Saturdays).
 - b) Library Director's Review was conducted. Deb read the comments sections of the review. She will email the final version for Mary Lou and Lisa to sign. The Board did not have enough information to score Lisa on staff evaluations.

Lisa will inform the Board of the plan she has for staff evaluations at the next meeting.

- c) The Friends of the Library Beer and Dynamite Fundraiser was a success raising \$500. The event was well planned and well attended.
- d) Approval for LIG/MEG items will take place at the July meeting. Trustee's calendar was reviewed and revised. Board elections will take place at the next meeting. MaryLou, Linda and Kelly will be receiving appointment letters to renew their terms by 6/30/18.
- e) Building maintenance and repairs review was provided.
- f) The library will promote "Community Sharing" by collecting canned goods in October for the Blackstone Food Pantry.

5. Old Business:

- a) Policies have all been updated. Pages have been numbered correctly. We are waiting to hear from Town Counsel regarding the policies relating to political campaigns.
- b) Town of Blackstone was awarded a Green Grant. The library will address outside lighting with the current grant that is in place at the recommendation of the grant coordinator. The indoor lighting will be addressed when the Town is approved for the next Green Grant which is anticipated in early 2019.

6. Good and Welfare – none

- 7. Kelly made motion to adjourn the meeting at 8:45pm. Deb seconded motion.