

Blackstone Public Library  
Board of Trustees Minutes  
May 1, 2017

Present:

Lisa Cheever, Director

Mary Lou Branchaud, Chair

Linda Hemphill, Vice-Chair

Deb Ristaino

Kelly Gillis

Patty Guzinski, Secretary

1) Opening:

- a. Meeting was called to order at 6:08 p.m. Jean Alexandrowicz was absent.
- b. Next Trustees meeting is June 12, 2017 at 6:30 p.m.
- c. Deb made a motion to cancel the Board of Trustees meeting scheduled for May 8, 2017 due to a conflict with the Town Public Hearing that evening. Linda seconded; all voted in favor.
- d. Deb made a motion to approve the minutes of March 13, 2017 and April 10, 2017. Linda seconded; all voted in favor.
- e. Library Closings: May 29, 2017 for Memorial Day. The Library will close at 6:00 p.m. on May 30, 2017 in order for staff to attend the Blackstone Annual Town Meeting.
- f. July 4th holiday was discussed.

2) Finances:

- a. Invoices were signed and discussed.
- b. Linda and Deb provided an update on the Library budget presentation at the Finance Committee Meeting on April 24, 2017.

3) Director's Report and Discussions:

- a. Roger Marvelle Sr. has agreed to be the substitute custodian when full time custodian is unavailable. Director will contact the Accountant and Collector/Treasurer to be apprised of what process is involved in Roger Marvelle serving as a substitute custodian.
- b. Director has continued to attempt to resolve invoice discrepancies with the CBS Copier Company. They have been provided with the Town's Insurance Rider several times. Director will continue to follow-up with company.
- c. Friends of the Library will be holding a Plant Sale on May 20th at Park 'n Shop.
- d. Programming was reviewed and discussed.
- e. Discussion was held on battery powered humidity monitors. Director's input on recommendations will be needed.
- f. Assistant Director received notification that the grant she applied for was approved for the Bruins mascot visit to the Library.

4) Chairperson/Trustee Reports and Discussions:

- a. Building Matters Report was reviewed and discussed. A work crew from Worcester County Prison is scheduled to spread mulch at the Library on May 10th.
- b. Deb will follow-up with Tressy regarding CORI requirements for the Trustees.
- c. Correspondence: Outgoing letter to Dan Keefe, Chairman of the Board of Selectmen regarding the current installment of State Grant funds received.
- d. Director's Review was discussed and reviewed. Deb will format and collate review for the June meeting.
- e. Director's contract and benefits of a multiple year contract were discussed.

5) Old Business:

- a. Review of Policy Manual is scheduled for the next meeting.

6) Adjournment:

- a. Deb made a motion and Linda seconded to adjourn the meeting at 7:49 p.m. All voted in favor.