

Blackstone Public Library
Board of Trustees Minutes
August 14, 2017

Present:

Lisa Cheever, Director

Mary Lou Branchaud, Chair

Patty Guzinski, Secretary

Jean Alexandrowicz

Kelly Gillis

1) Opening:

- a. Meeting was called to order at 6:08 p.m. Deb Ristaino and Linda Hemphill were absent.
- b. Next Trustees meeting is August 14, 2017 at 6:30 p.m.
- c. Jean made a motion to approve the minutes of July 10, 2017. Mary Lou seconded; all voted in favor.
- d. Library Closings: September 4, 2017 for Labor Day.

2) Finances:

- a. Invoices were signed and discussed. FY 18 Warrant and Budget Articles were reviewed.
- b. Director reviewed Periodical spending.

3) Director's Reports and Discussions:

- a. ARIS Report is being compiled. Director will submit the report by the end of the week.
- b. Young Adult and Adult Summer Reading Programs were very successful. More adults participated and completed the program than last year.
- c. Director was notified by the Town Administrator that FY19 Capital Improvement project proposals are due by October 1, 2017.
- d. Director discussed Disability Study that was completed.
- e. Upcoming programs were reviewed. Director has been in contact with Dean Bank representative regarding grant status for the Salem Witch Trial program. Director applied for grant for program in January. Approval is not final and funds have not been received.
- f. Children's Report was discussed. The Children's Summer Reading program was extremely well attended with 168 children registered. Due to the increasing number of participants, two kick-off programs are being planned for next summer.
- g. Request has been made to the Friends for the annual Children's Halloween Party.
- h. Jean made a motion to approve \$300 from the Gift Account to fund a four part Genealogy Program. Kelly seconded; all voted in favor.

4) Chairperson/Trustee Reports and Discussions:

- a. Correspondence: see attached.
- b. Building Report was reviewed. Carpet and upholstery to be scheduled in the fall. Roger will investigate the possibility of repairing the upholstered chairs in the Children's Room. Director will follow up with carpet cleaning business used previously, Tomlin.
- c. FY19 Budget discussed. Recommendation was made regarding phone system to replace two to three handsets each year.
- d. Multiple efforts have been made to rectify the copier invoices with CBS. The matter has been brought to the Town Accountant and Town Administrator. Director will follow-up with new representative from CBS Copier Company.

5) Old Business:

- a. Status of minutes submitted to Town Clerk discussed. Director will resubmit accepted minutes to Town Clerk.
- b. Green Grant monies will not be available until the Spring of 2018.

6) Adjournment:

- a. Jean made a motion to adjourn the meeting at 7:10 p.m. Kelly seconded; all voted in favor.