

LAKEVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
May 15, 2014 - Library Local History Room

The meeting was called to order at 9:14 a.m. by Board Chair Nancy LaFave

PRESENT:

Trustees: Nancy LaFave, Ruth Gross

Library Director: Olivia Melo

READING OF MINUTES:

The following minutes were presented:

February 2014 - Approved as corrected (*Motion made, seconded, passed.*)

March 2014 - Approved (*Motion made, seconded, passed.*)

April 2014 - Approved as corrected (*Motion made, seconded, passed.*)

9:20 a.m. Change Order of Business

Guests: Library Employees Diane Brennan and Teresa Mirra

UNION NEGOTIATIONS AND UPDATING JOB DESCRIPTIONS:

Diane reported on the most recent meeting between the Selectmen and the Union Rep. The most recent counter-proposal by the Union are as follows:

Upgrade 2 part-time employees from Level 5 to Level 4

Upgrade full-time employee from Level 5 to Level 3

Proposed wage increase:

July 1, 2014: 1.5% increase

July 1, 2015: 1.75% increase

July 1, 2016: 1.75% increase

January 1, 2017: 1% increase

STAFFING

Diane and Teresa also proposed a revised summer weekend schedule. The Trustees approved the June - August 2014 schedule with the understanding that the staff has a contingency plan if an employee cannot work. (*Motion made, seconded, passed.*) In September, we will review the trial.

To get an accurate view of how busy the summer Saturdays are, the Trustees have advised the Library Director not to do work in the building on Friday which would normally be a part of the staff's Saturday duties.

9:59 a.m. - Back to Agenda

DIRECTOR'S REPORT:

Olivia presented the April 2014 Directors Report.

The library budget is on target.

STAFFING (cont'd):

- Marco Rodrigues, a student at Apponequet High School, was hired as to Library Page. He started in May.
- We also have a regular volunteer from ORR. Jesse Goodwin comes in for 1 ½ hrs. every Wednesday.
- Don Silva, our new custodian, started in May.
- All regular staff members are taking SAILS training.

BUILDING:

- The Town Carpenter and Building Inspector toured the building to look at the places where we need repair.
- The carpenter replaced the ceiling tiles, but didn't fix the leaks the caused te staining. He said the smoke detections system wil have to be disconnected. The job will be coordinated with the carpenter and alarm company in two weeks.
- Bay State did the seasonal preventative maintenance. We hope not to have AC problems this summer.
- Our new custodian is working on painting the experior doors that have chipped. Nancy is planning to the the gazebo stained this summer.

GREEN AGAIN:

- May 10 weekend the Lions Club and Cornerstone Church worked on the islands on 105 and gardens around the Old Town House. We hope to have their help with the herb and culinary gardens which need to be lifted and work done on the pathways.
- Several applications have been turned in for summer maintenance of the library grounds, but it's a smaller number that usual.
- The Cultural Council asked for permission to move the library benches to the area around the stage when a concert is going on. The Trustees agreed. (*Motion made, seconded, passed.*)
- The sprinklers will be turned on soon.

LAKECAM:

Allen is leaving LakeCAM as of May 23.

Ruth confirmed that LakeCAM is included in the rule that no meetings that are planned to extend later than 8:00 (meetings beginning at 7:30) make take place in the Local History Room. Meetings that begin at 7:30 or later must take place in the gallery. Earlier LakeCAM meetings may remain in the Local History Room if they run overtime, providing Ruth is at the meeting to close the main library.

POLICY

Page 4: Change *Library Clerk* to *Library Assistant*.

HISTORIC LIBRARY CENTENNIAL:

Nancy is meeting with Lorraine Carboni and will meet with the Friends on June 2 to plan extra activities to augment the Gallery exhibit.

NEXT MEETING: Thursday, June 12, 2014 - 9:00 a.m.

MEETING ADJOURNED: 11:30 a.m. (*Motion made, seconded, passed.*)

Respectfully submitted,
Ruth Gross