

**Board of Library Trustees' Meeting
Lakeville Public Library**

June 14, 2012

Called to order at 9:14 AM

Present: Ruth Gross, Nancy LaFave, Betsy Walters, Olivia Melo

***Approved: Minutes of May 11**

DIRECTOR'S REPORT:

There is a new feature on the website, set to start up shortly, allowing the calendar to more effectively show meeting room use.

Staffing: New substitute staff member is working out well, and is able to fill in gaps of coverage due to vacations or illness.

Some wage and personnel discussion of payment rates for new staff member.

Reviewed ways of handling sick and vacation day time on weekends with a Saturday closing and Monday holiday

Library staff will be one group in the new union of town employees, with the most senior library staff member acting as liaison to the union.

OLD BUSINESS:

Door Installation

The contractor working on the LakeCAM office will give us a quote on installing the door.

LakeCAM Office Installation

Trustees agree that it is time for LakeCAM to have a key to the building; Ruth will contact locksmiths and LakeCAM Board

Custodial Services for LakeCAM office to be determined with Rita

All staff and trustees will have keys to the LakeCAM office

Items agreed upon, to be purchased by LakeCAM:

Refrigerator for children's room

New front door

New cap for bookcase

Podium microphone

Gallery microphone

New laptop computer

Locksmith expenses

***Approved: Motion to accept list of LakeCAM purchases for the library**

***Approved: Motion to make sure that LakeCAM's keys open the gallery door, the LakeCAM office door, and the new gallery entrance door**

We are still waiting to hear when the water line will be connected from the Ted Williams Camp

Building:

There is a need to have the building power washed. This is already scheduled.

Green Again:

Folders for volunteers will be in by Saturday

Crushed bluestone is needed for herb garden paths and composite boards are needed for raised beds

***Approved: Motion to purchase crushed bluestone and composite boards for herb garden**

***Approved: Motion to pay bill for \$134.68 for annuals and herbs from Stephanie's Perennials for library gardens**

Shades purchased by Friends have been received and installation is scheduled.

NEW BUSINESS:

Budget:

We are hopeful that we will not have to ask for an MBLC waiver next year. Our work with Bay State been successful; our ability to manage the system has allowed us to lower our electrical bills by over \$7,000. The new software has essentially paid for itself within one year.

The Historical Commission will donate funds to purchase several Spinner local history books for the Local History Room and circulation

The Trustees agree to hang a certificate from the town awarding the title of Town Historian to Brian Reynolds in the Reynolds History Room

Discussion of tutors using quiet rooms; agreement that tutors are expected to follow library policies and guidelines as are any other patrons.

Next meeting: August 2 at 9:00 AM

Meeting adjourned: 11:20 AM

Respectfully submitted,

Betsy Walters

Secretary