

**Lakeville Public Library
Board of Trustees' Meeting
August 8, 2013**

Chairman Betsy Walters called the monthly meeting to order at 9:07 a.m. in the Reynolds Local History Room. In attendance were Betsy, Ruth Gross, Olivia Melo, and Nancy LaFave. Guests: None

A motion was made, seconded and passed **"to approve the July 11th minutes"**.

Director's Report – Staffing - Director Melo discussed the impact that the vacancy has had on services. Discussion followed on all the positions. A motion was made, seconded and passed **"to have the Library Director continue to upgrade the library positions job descriptions"**. We hope to have the position filled by Labor Day. On another note, our library page will be leaving on August 24. Discussion followed on the filling of the position and the impact on children's services.

Unfinished Business:

Building and Grounds:

- **AC** – Still issues with this and a resulting leak. First the meeting room ac was off, secondly, a lightning strike may have triggered the issue, and thirdly, the software was not talking to the server. Help is on the way. Discussion followed on a maintenance plan with Bay State.
- **Green Again** – Weather has been interesting and weeding is on going. Mulch will be moved before the Festival.
- **Bricks** – The bricks have been installed and the ground hugging shrubs trimmed back.

Gallery Arts Committee – Greg Lessard's exhibit will be out on August 29.

Director's Contract – We discussed the contract. Currently nearby towns of similar size are paying their directors \$59,000 (Rochester) and \$66,000 (Carver). A motion was made, seconded and passed **"to increase the number of vacation hours from 120 to 160 and to guarantee a merit increase of 1% in addition to the town's compensation plan for three years. This is from September 4, 2013 to September 5, 2016"**.

New Business:

Library Assistant for Adult Services – Applications for the position have been received. The Director has narrowed it down to three individuals that fulfill the requested requirements. The Trustees will join the second interviews on Mon., August 12, with times to be verified.

LakeCam – They will be adding a sign. They have given us funds for E books and a digital download of 3 songs a week to MP3 players or phones called "Freegal". So far 88 individuals have used the service.

Lakeville Arts & Music Festival – We approved reserve designated parking, roped off areas of lawn to be protected from parking, and housing the new amplifier.

LSTA Library Services and Technology Grant has been awarded to us in the

amount of \$10,000. We thanked Director Melo for her hard work in writing the grant.

We have received gifts of money for the collection from Jill Sousa and local history books for reference and circulation from the Lakeville Historical Commission.

The next meeting is Tuesday, September 12, at 9 a.m.

The meeting adjourned at 11:10 a.m.

Minutes taken by,

Nancy A. J. LaFave, Secretary