

LAKEVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
July 12, 2011 - Library Local History Room

The meeting was called to order at 9:27 a.m. by Board Chair Nancy LaFave

PRESENT:

Trustees: Nancy LaFave, Betsy Walters, Ruth Gross
Library Director: Olivia Melo

READING OF MINUTES:

Minutes of the April 14, 2011, meeting were approved. (Motion made, seconded, passed.)

Minutes of the May 27, 2011, joint meeting with the Cable Committee were approved. (Motion made, seconded, passed.)

Minutes of the June 2, 2011, meeting were approved as amended. (Motion made, seconded, passed.)

DIRECTOR'S REPORT:

- The Lakeville Library was featured in the 2010 Annual Report of the Massachusetts Board of Library Commissioners with a color picture of the library. The article was entitled, "Libraries join MEMA and FEMA in flood recovery".
- Olivia visited the MEMA headquarters in Worcester. She was the representative for small towns to explain to the MEMA executives about our emergency response plans. They are concerned with government and archival preservation.
- Jim Gouveia, the new custodian, is doing very well. He is keeping a regular schedule and is getting everything done.
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BUDGET:

- The budget information for state aid is complete. We should get full state aid this year.
- The town was able to find money for some of the FY2011 bills. There may still be outstanding bills.

STAFFING

- Michelle and Diane are working 30 hours. They are staggering the hours. Pam and Carol remain at 20 hours. Teresa is working 36 hours.
- The change in Teresa's position has yet to go to the Wage and Personnel Committee, but no problem is anticipated.

BUILDING:

- The AC tripped again because of a rodent nest. Bay State says we have to just handle the problem as it comes. Olivia will add a note to check the outside for nests when they come to check the refrigeration and drains.
- The HVAC software piece is installed and ready to go. We don't have an internet access in the boiler room, so will have to schedule an electrician to come in to wire it.
- Meeting Room AC - air conditioning comes in very cold and has to be turned off. Once off, it trips the system and won't come back on. Sensors for that room need to be redone, but software for the rest of the building is a priority.

GROUNDS:

- Lawns are still brown. We will need to water or lose some of the grass. Right now we are watering 15 minutes every other day +/-.
- Ted is moving some plans around.
- A duck laid eggs in the island of the parking lot. The nest is now empty and there were shells on the ground. We assume they hatched and moved on.
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OLD BUSINESS:

- We received information from the Girl Scouts on the Animas Habitat Project and will look into it.
- The brick order has been sent in. Ruth will deliver the bricks to Connecticut on Friday, July 15. We don't have a date of receipt. They will be installed when they come in.
- Cable Committee - Nancy and Betsy met with Bob Marshall and composed an agreement to be approved by the selectmen.
- In a continuation of her review of library policy, Betsy presented an updated Organizational Chart. Changes were discussed and a revised version will be presented at the next meeting.

NEW BUSINESS:

- Olivia is working on an update to the Long Range Plan.

- Although the Herring Run Arts Festival is no longer being held in Middleboro, they still have funds for cultural events. They are willing to donate \$400 for a program at the Lakeville Library - possibly a film festival. Nancy will look into it.
- The Historical Commission has donated 8 or 9 books on the Civil War in commemoration of the 150th anniversary.
- We are pleased to be presenting a 6-part Monday night program on the Civil War. It is being done by Apponequet student, Mark Mello, and has had excellent reviews so far.

NEXT MEETING :

Thursday, August 4, 2011, 9:00 a.m.

ADJOURNMENT: The meeting was adjourned at 11:47 a.m. (Motion made, seconded, passed.)

Respectfully submitted,

Ruth Gross