

LAKEVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
June 2, 2011 - Library Local History Room

The meeting was called to order at 9:05 a.m. by Board Chair Nancy LaFave

PRESENT:

Trustees: Nancy LaFave, Betsy Walters, Ruth Gross

Library Director: Olivia Melo

Guests (each for part of the meeting): Teresa Mirra, Youth Services Librarian,
Jim Gouveia , Library Custodian

READING OF MINUTES:

Minutes of the May 12, 2011, meeting were approved as amended. (Motion made, seconded, passed.)

DIRECTOR'S REPORT:

- Due to meeting so early in the month, the June Directors' Report was not yet available.
- Library page, Joshua Drane, will finish his term of employment next week. Joshua was commended for doing a very good job.
- New custodian, Jim Gouveia, has begun at the Library. He was working at the time of the meeting and came in to meet the Trustees.

BUDGET:

Olivia has found extra money to help, but we will still be short for utilities in June. The library's budget is down to the penny.

The only way to find additional funds for FY2012 is to cut staff hours. **Any staff changes will be made under duress and will impact services.** Discussion followed on staffing and work flow. Olivia presented a breakdown of staff hours and possible scenarios with which to work. The decision as follows was made (Motion made, seconded, passed.)

For the FY12 Budget, change the two 34-hour positions to 32 hours at the same pay rate and approach Wage and Personnel Board to classify Youth Services Librarian to under 40 hours at level 1 and remaining at step 5. Every effort will be made to return hours to the level of 2011 budget as soon as possible.

Youth Services Librarian, Teresa Mirra, was invited into the Trustees meeting. Trustee Chair LaFave explained the budget deficit. The board explained that:

- Teresa will hold her year and hold her level, but her wages will be hourly instead of salaried.
- Her hours will never go under 35. If money becomes available, her hours will be reinstated, even one hour at a time.
- If there is any change to the budget, Teresa's position would be changed back.
- The Trustees also explained the tentative plans made at the joint Library Trustees/ Cable Committee meeting and what it will mean for the Children's Room.

Teresa Mirra was excused from the meeting.

BUILDING:

- EMC engineer for Software (Bay State) was at the library on May 26 and found a wiring discrepancy between the two parts of the system, as well as one of the thermostats is missing. The engineer is still working on it.
- The unit on the wall where Bay State can dial in is complete and will be set up soon. This will adjust the temperature to conserve energy when the library is closed.
- All work in the software piece is paid by Capital Campaign. This account is running low.
- Bay State checked the drains that were leaking last year. Everything has been prepared for this year.

GREEN AGAIN:

- Bill Abramson from The Standard Times is planning to do an article about the gardens.
- Nancy spent \$115.38 of the \$400 allotted for plants. The bill was approved for payment. (Motion made, seconded, passed.)
- Jim Norris doesn't like the grass paths in the Evelyn Norris herb garden. He is willing to fund changes to the paths. Jim and Ted are taking care of the plans and will report to Nancy.

OLD BUSINESS:

- There has been nothing new on the Brownies' Animal Habitat project.

NEW BUSINESS:

- Evan at Mullen Hill Church spoke with Olivia about church members donating

community service hours working on the library grounds, offering tutoring and/or project work such as staining the gazebo.

- National Garden Club Week will begin on June 4. Lakeville Garden Club will serve cookies and punch in the library on Monday afternoon. The Selectmen will be in attendance to read a proclamation. There will be a drawing for a planter.
- Olivia will be out of town June 25 - July 9.

GALLERY:

- Minutes of April 21, 2011, meeting were submitted and approved.
- The gallery has recently received money from two artists who did not sell anything, but sent a donation anyway.
- The Gallery Arts Committee has, for the first time, had to censor some of the work presented for jurying. The artists in question (group show) were accepted, however pieces deemed to be in bad taste for a public venue were rejected.

NEXT MEETING :

Tuesday, July 12, 2011, 9:00 a.m.

ADJOURNMENT: The meeting was adjourned at 12:06 p.m. (Motion made, seconded, passed.)

Respectfully submitted,

Ruth Gross