

LAKEVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
June 12, 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, Betsy Walters
Library Director: Olivia Melo

READING OF MINUTES:

The May 15 minutes were approved as amended. (*Motion made, seconded, passed.*)

DIRECTOR'S REPORT:

Olivia presented the May 2014 Directors Report.

Pam is working on an Authors Series, with presentations by local authors.

Staff members are requesting more training in order to offer more services to the public. Staff members are being supportive of each other as they learn new digital systems.

Beki's training sessions with patrons are very popular. She shows them how to use tablets and e-readers.

The library's new website is underway. It is paid for with money from our technology grant.

Also with grant money: hoping to expand printing capability for wireless printing from patrons' laptops.

STAFFING:

Olivia presented the Payroll Worksheet for FY 2015. It was approved by the Trustees.
(*Motion made, seconded, passed.*)

Our new custodian is devoting time to maintenance, however the custodial duties are lacking. Olivia spoke with him about the public bathrooms.

Union:

Nancy went to a meeting with the Union reps. and explained the changes that have taken place in the library staff's education. Olivia was told that the Selectmen moved the full-time position to Level 3, Step 2 (what we asked for). Negotiations are almost complete.

Long Range Plans:

Olivia will work on the descriptions of the two 20-hour Library Assistants' jobs.

BUILDING:

The back doors of the building were never primed for outside. Don, the custodian, primed them properly and painted them.

Nancy will stain the gazebo and replace the parts of the trellis that need to be fixed.

We are still waiting on the Highway Department to paint the fire lanes.

Nancy put white chain against the back yard to keep people from parking on the grass and/or sprinkler heads.

GREEN AGAIN:

Nancy is providing color around the grounds with containers instead of annuals in the beds. The Trustees approved expenses for the container gardens. (*Motion made, seconded, passed.*)

LAKECAM:

LakeCAM has hired Xavier Rogers, an Emerson College student from Lakeville, for the summer.

GALLERY ARTS COMMITTEE:

The Books, Art and Blooms exhibit by the Lakeville Garden Club was well received and the public was very supportive. The Garden Club will probably want to do another Books, Art & Blooms in 2016.

Nancy will meet with the Friends to discuss the Historic Library Centennial exhibit in July.

OLD BUSINESS:

Olivia presented a comparison of Saturday/Monday services. The Library does more business on a 4-hour Saturday than during 8 hours on Monday.

One of the new-schedule Saturdays has taken place already. All went well and all jobs were completed.

NEW BUSINESS:

The Trustees were presented with a letter of resignation from member, Betsy Walters. The Board of Trustees accepts her resignation with regret. (*Motion made, seconded, passed.*) The Trustees and the Lakeville Library have a great debt of gratitude to Betsy. She began her work with the library as a chairperson of fund raising during the building process of the present library building and went on to the job of coordinating the initial brick donation project and all subsequent brick fund raisers over the years. Betsy has also been instrumental in the Green Again fund raising projects. She took responsibility for setting up the Great Ponds Gallery and has been the chairperson of the Gallery Arts Committee since its inception. Valued for her negotiating and writing skills, Betsy has led negotiations with our HVAC provider and LakeCAM, has authored letters and contracts on the library's behalf, and recently revised the Lakeville Library's policy manual. The Lakeville Library and the Board of Trustees are indebted to Betsy Walters for her many years of service to the Library as well as her eight years as a Library Trustee and thank her for her dedication and service.

Nancy will notify the Selectmen of Betsy's resignation. Her term would be up for re-election in April 2015. Don Fronzaglia, a volunteer at the library, has offered to fill the term, but would probably not run for election. The Trustees will suggest that the Selectmen accept Don as an interim Trustee.

The Trustees authorized Olivia to sign the Library's bills. (*Motion made, seconded, passed.*)

The Garden Club would like to sponsor a Green Fair for environmentally friendly vendors and would like to use the Gallery for this purpose for Environmental Awareness Day in 2015. The Trustees voted in favor. (*Motion made, seconded, passed.*) Nancy abstained from this vote due to conflict of interest as a member of the Garden Club.

SUMMER VACATION PLANS:

Olivia will be out from June 23 to July 7, 2014.

NEXT MEETING: Thursday, July 10, 2014 - 9:00 a.m.

MEETING ADJOURNED: 11:40 a.m. (*Motion made, seconded, passed.*)

Respectfully submitted,
Ruth Gross