

Submitted by: Carol Bird

Present: Library Staff: Bernadette Rivard

Library Board: Amy Bartelloni, Nicole Buckley, Carol Bird

Location: Bellingham Public Library

Next meeting: September 12, 2019 at 7:00pm

Meeting was called to order at 7:01 pm by Nicole Buckley.

Amy made a motion to approve the minutes from the June meeting. Nicole seconded. All in favor.

Approval of Library Invoices FY2019

	7/25/2019	8/13/2019
Building Maint & Supplies		93.01
Books & Periodicals	2005.18	3254.65
..Dues & Memberships	145.00	
Electricity & Gas		89.45
Equipment Maint Costs	106.19	
LSTA Go Local		900.00
Gift Fund		200.00
In State Travel		
STM Carpet		
Building Maintenance Costs		
Postage		61.02
Professional Development		
State Aid - Professional		
State Aid - Supplies	374.35	102.84
Office Supplies	874.99	699.20
Janitorial Supplies		
Technical Maint Services		1588.50
Users Fees	473.98	76.54
Total	3979.69	7065.21

Trees on Property

- Charron Tree services coming 8/14 to look at the trees.
- Bernadette is going to get their opinion on cutting the tree near the flag pole because it keeps interfering with the flag.
- There are some trees that are leaning she wants them to look at too.

History room

- Second bookcase came damaged; Bernadette refused the delivery.
- The vendor is shipping us a third.
- Purchased some new binders that will be nicer looking for the shelves.

Cafe

- Coffee machine works fine.
- Bernadette inquired into a vending company about a healthy snack and beverage machine.
- Vending machine would be placed outside the community room where kids can easily access it.

Central Mass Library Advocates (CMLA)

- This is the new nonprofit group that runs legislative breakfasts.
- Bernadette hosted them at the Bellingham Library.
- Annual meeting is in September in Shrewsbury.
- Traditionally, trustees and friends make some contributions to the legislative breakfasts that they fund.
- Bernadette suggests joining CMLA.
- Nicole made a motion to use the gift funds to join CMLA at the Library Champion Level (\$150). Amy seconded. All in favor.**

MBLC

- Each year Institute of Museum and Library services (IMLS) picks libraries to visit in each state, and we were chosen this year.
- When Bernadette heard they were coming, the library scheduled a Camp Millionaire session so they could show off a program that had been funded with IMLS dollars.

ARIS Report

- Our annual ARIS report is complete and must be mailed to the MBLC by 8/16.
- Nicole, as the Trustee Chair, signed the report.

300th Anniversary book

- Bernadette is reviewing the draft.
- The introduction will feature 300th anniversary photos.

CTS

- Bernadette met with CTS, a local networking company, to develop a solution to back up staff members' electronic content.
- This company also repaired the library's often-jammed printer.

Old Home Days

- The only unresolved issue is the promised donation from the Millerville Club. Bernadette has been following up.

Library Anniversary Celebration

- The Friends raised \$500 at the booksale and sold half the coasters. Ordering more to have for the library celebration and for the winter holidays.

- The Friends have asked Whole Foods to fund the refreshments at the celebration.
- There will be 300th anniversary photo voting for the best ones.
- Inviting former trustees and directors to the event.
- Bernadette will do some opening remarks, there will be live music, and photography winners will be announced.

Staff

- Bernadette needs to meet with staff individually to set goals for the upcoming year, after she returns from vacation.

Survey

- Bernadette reviewed the responses with the Trustees.
- She will do additional outreach to get more responses. We need about 50 more for the results to be statistically significant.

Budget

- We are 10% through the year and have spent 14% of the budget.

Meeting was called to a close by Nicole at 7:52 pm.